

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

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# PHA Plans

## Annual Plan for Fiscal Year 2002

**The Housing Authority of Fulton County**  
**Fulton County, Georgia**

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

## **PHA Plan Agency Identification**

**PHA Name:** The Housing Authority of Fulton County

**PHA Number:** GA264

**PHA Fiscal Year Beginning:** 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/Community Opportunity Centers, Inc.

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/Community Opportunity Centers, Inc.

# Annual PHA Plan PHA Fiscal Year 2002

[24 CFR Part 903.7]

## **i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

**High Performing PHA**

**Small Agency (<250 Public Housing Units)**

**Administering Section 8 Only**

**Troubled Agency Plan**

## **ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

The Housing Authority of Fulton County (HAFC) will continue to operate in a proactive mode for the FY2002 activities of the original Five Year Plan of FY 2000/2004. The focus of the initiatives for the upcoming year will be to continue to increase the number and quality of affordable housing units available to eligible low income families by improving the maintenance and management operations, reducing overhead costs and accelerating the schedule of revitalization activities. More specifically, in adherence to the mission statement of the Agency, a "Welcome Home" initiative has been implemented that supports the provisions of affordable housing and creates economic "lift tools" promoting self-sufficiency.

The Boat Rock and Red Oak public housing communities will cease to exist as traditional public housing. In FY 2001 the HAFC completed the task of relocating residents from Boat Rock and in April 2002 received an approved demolition application for Red Oak. The Agency also received a one-for-one replacement of 144 Housing Choice Vouchers to utilize for relocation of the Red Oak residents. During this process, the HAFC will work to integrate the residents from these developments into the larger community. This restructuralization will occur by de-concentrating the housing available through the Housing Choice Voucher program and by providing the relocated residents with transitioning skills, including (1) training in self-sufficiency, (2) tenant responsibilities, and (3) homeownership opportunities. The HAFC will still have in inventory the Allen Road Highrise for the elderly, designed to accommodate the special needs of specific populations. Therefore, the demolition of the Red Oak development will signal the end of a reliance on large, concentrated public housing complexes to solve the housing needs of working families.

In FY 2002 the HAFC will continue to improve the usage of the systems, teams, procedures and reorganized administrative structure to further improve the delivery of services to the residents of the targeted communities and the families on the waiting lists. Specific initiatives that are planned as a continuation of existing strategies include:

- (1) Implementing a comprehensive capital and redevelopment investment strategy to coordinate and prioritize the expansion, modernization and redevelopment of the HAFC asset inventory in coordination with other County revitalization efforts.
- (2) Continued implementation of a comprehensive homeownership development strategy to include increased

homeownership and economic independence opportunities through the Family Self-Sufficiency Program (FSS) for special and targeted populations to include, the homeless.

- (3) To continue to strengthen the Community Opportunity, Inc., (COC) an affiliate of the Housing Authority of Fulton County, designed to provide supportive services to the residents of Housing Authority of Fulton County including self-sufficiency initiatives.
- (4) To continue to manage all properties to uphold the strategic goal of the Authority, which is to ensure quality affordable housing within Fulton County.

(5)

Fully implement the deconcentration efforts through the Housing Choice Voucher Program.

The HAFC has achieved the objectives established for FY2001. An evaluative summary was provided to the Board of Commissioners with a checklist detailing all goals that have been accomplished. It is the intent of the HAFC to continue with the implementation of the goals and objectives established in the Five Year Plan. All strategies established for FY2002 are consistent with the original Five Year Plan (2000-2004) as they are a continuation of efforts and resources.

In conclusion, it is the intent of the HAFC to continue to deliver a high- quality level of comprehensive, affordable housing services to the residents of Fulton County. It is envisioned that the Agency through management and leadership initiatives will promote affordable housing in the County as “housing of choice” versus “housing of convenience or last resort”. The “Welcome Home” focale capitalizes on the established efforts and brings to fruition a strategy designed to be effective.

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

[24 CFR Part 903.7 9 (r)]

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

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#### Attachments

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

#### Required Attachments:

- FY 2002 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)

PHA FY 2002 Annual Plan, Page 5

Deconcentration and Income Mixing

Optional Attachments:

FY 2002 Capital Fund Program 5 Year Action Plan

Public Housing Drug Elimination Program (PHDEP) Plan **(not applicable)**

Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

Check Signing Authorization Policy. Document was revised with Board Resolution after the Five Year Plan was submitted

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with Deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required Deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies

X	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures 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/A	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
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	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
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program X 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: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency

X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
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 903.7 9 (a)]

The HAFC has reviewed the Consolidated Plan of the Jurisdiction/Fulton County, Georgia 2000-2003, and all information included in the agency original Five-Year Plan and FY2002 Annual Summary are consistent with the goals and objectives of the referenced document. Fulton County is in the process of completing an updated CHAS Plan but the referenced edition is the most recent. The HAFC will be participating in the updating of the CHAS as meetings are scheduled in July and August 2002.

### **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>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Locatio n
Income <= 30% of AMI	36,992	5	4	4	3	2	3
Income >30% but <=50% of AMI	19,621	4	3	3	3	2	2
Income >50% but <80% of AMI	26,530	3	2	2	2	2	2
Elderly	17,496	4	3	3	4	2	4
Families with Disabilities	159	4	3	3	5	3	5
White	52,487	4	3	3	3	3	3
Black	69,829	4	3	3	3	3	3
Non Hispanic							
Hispanic	0	0	0	0	0	0	0

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: Fulton County, Georgia

Indicate year: 1991-1996.

U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset: from Aspen Systems on the HUD website.

HUD Income Limits for Fulton County, Georgia effective 3/9/01

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
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/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	556		50%
Extremely low income <=30% AMI	515	92	
Very low income (>30% but <=50% AMI)	37	7	
Low income (>50% but <80% AMI)	4	1	
Families with children	430	77	
Elderly families	41	7	
Families with Disabilities	85	15	
Black	494	89	
White	62	11	
Characteristics by Bedroom Size (Public Housing Only)			
0BR			
1BR	177	32	

2 BR	201	36	
3 BR	137	25	
4 BR	28	5	
5 BR	13	2	
5+ BR			

Is the waiting list closed (select one)? No Yes  
If yes:  
How long has it been closed (# of months)? 2  
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

<b>Housing Needs of Families on the Waiting List</b>			
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/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1230	71%	50%
Extremely low income <=30% AMI	1023	84%	
Very low income (>30% but <=50% AMI)	196	16%	
Low income (>50% but <80% AMI)	0	0	
Families with children	1008	82%	
Elderly families	61	5%	
Families with Disabilities	98	8%	
Black	1168	95%	
White/ Other	62	5%	
<b>Characteristics by Bedroom Size (Public Housing Only)</b>			
1BR	50	25%	
2 BR	30	15%	
3 BR	60	30%	
4 BR	60	30%	

Is the waiting list closed (select one)? No Yes  
If yes:  
How long has it been closed (# of months)? 1  
Does the PHA expect to reopen the list in the PHA Plan year? No Yes  
Does the PHA permit specific categories of families onto the waiting list, even if generally closed ? No  
Yes

**C. Strategy for Addressing Needs**

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and

on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

In the upcoming year, the HAFC will be directing its' efforts to maximizing the number of affordable units available to the Agency by (1) reducing the number of vacancies, (2) reducing the turnaround time for routine vacancies, and (3) marketing to groups under represented on the waiting list in comparison to the availability of units. The HAFC will also pursue homeownership opportunities for residents through the continued leverage of partnerships with public and private enterprise. The components of this strategy were developed in consultation with the Resident Advisory Board, Community of Opportunity Centers, Inc., and other public/private non-profit housing agencies and reflects the Housing Authority's mission of utilizing all available resources as efficiently as possible to accomplish the overall goals and objectives established through the Five Year Plan.

**(1) Strategies**

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

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

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed financed development
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

- Assist the small municipalities, nonprofit agencies and other entities within Fulton county with their efforts to plan for the construction, renovation and other activities that provide for health, safety and well being of those who use their facilities.
- Provide funds for improvements and replacement of family public housing units.
- Provide funds to for-profit and nonprofit housing development organizations for the acquisition and/ or rehabilitation of affordable units to support nonprofit managed transitional and other housing programs and the HAFC public facilities.

**Strategy 2: Increase the number of affordable housing units by:**  
Select all that apply

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

- Rehabilitate existing single family housing to be occupied by low and moderate-income families.
- Create mixed-income communities.

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

**Strategy 1: Target available assistance to families at or below 30 % of AMI**  
Select all that apply

Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

Seek designation of public housing for the elderly  
Apply for special-purpose vouchers targeted to the elderly, should they become available

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 all potential applicants who may seek section 8 housing and refer them to participating agencies.  
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

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<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>		
a) Public Housing Operating Fund	\$976,752	
b) Public Housing Capital Fund	\$483,372	
c) Replacement Housing	\$539,935	
d) HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$4,336,412	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds) <b>Not applicable</b>	\$0	
g) Resident Opportunity and Self-Sufficiency Grants	\$0	
h) Community Development Block Grant <b>upcoming FY Year</b>	\$100,000	
i) HOME	\$0	
Other Federal Grants (list below)	\$0	
FSS Coordinator	\$86,000	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CFP 50100	\$0	
CFP 50101	\$652,682	PH Capital Improvements
<b>3. Public Housing Dwelling Rental Income</b>	\$254,000	PH Operations
<b>4. Other income (list below)</b>		
Non-Dwelling Rental	\$0	PH Operations
Excess Utilities	\$300	PH Operations
Misc. Other Income	\$4,400	PH Operations

<b>5. Non-federal sources</b> (list below)		
j) HOME Funding (local)	\$86,000	S8 Supportive Services
<b>Total resources</b>	<b>\$7,979,151</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

Other: (describe): verify at time of application

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Credit History
- Verity of Application
- Ability to comprehend and understand the lease
- Successful completion of pre-occupancy training

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

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

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

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

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

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

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

- PHA main administrative office
- PHA development site management office

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(2) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?**2**

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? 2

3. Yes No: May families be on more than one list simultaneously  
If yes, how many lists? 2
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)- Red Oak Neighborhood Network Center

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)  
One  
Two  
Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

- a. Income targeting:  
Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:  
In what circumstances will transfers take precedence over new admissions? (list below)  
Emergencies  
Over housed  
Under housed  
Medical justification  
Administrative reasons determined by the PHA (e.g., to permit modernization work)  
Resident choice: (state circumstances below)  
Other: (list below)
- c. Preferences
1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:  
Involuntary Displacement (Disaster, Government Action, Action of Housing  
Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness

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

Other preferences: (select below)

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

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

(1) Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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



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

**(6) Deconcentration and Income Mixing**

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote Deconcentration of poverty or income mixing? As the HAFC received an approved demolition application in April 2002, there will be only one traditional, conventional public housing development in the HAFC inventory.

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? **The HAFC adopted policies to promote deconcentration of poverty for the Housing Choice Voucher Program.**

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

Adoption of site-based waiting lists

If selected, list targeted developments below:

Employing waiting list "skipping" to achieve Deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and developments targeted below)

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

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

Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage Deconcentration of poverty and income-mixing

Other (list below)

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

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

List (any applicable) developments below:

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

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

List (any applicable) developments below:

## **B. Section 8**

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

### **(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- 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 HAFC responds to direct questions as to past rental history, problems 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 **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

(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)

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

Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)  
Date and time of application  
Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)  
This preference has previously been reviewed and approved by HUD  
The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)  
The PHA applies preferences within income tiers  
Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- The Section 8 Administrative Plan  
Briefing sessions and written materials  
Other (list below): HAFC Website
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?  
Through published notices  
Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

- a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)
- Anytime a family experiences an income decrease.

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)
- Fair market value Real Estate assessments

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

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR

Above 110% of FMR (if HUD approved; describe circumstances below)

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)  
FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area  
The PHA has chosen to serve additional families by lowering the payment standard  
Reflects market or submarket  
Other (list below)
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)  
FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area  
Reflects market or submarket  
To increase housing options for families  
Other (list below)
- d. How often are payment standards reevaluated for adequacy? (select one)  
Annually  
Other (list below)
- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)  
Success rates of assisted families  
Rent burdens of assisted families  
Other (list below)

## **(2) Minimum Rent**

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

## **5. Operations and Management**

[24 CFR Part 903.79 (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 Housing Authority of Fulton County, Georgia (HAFC) has demonstrated that it has the leadership, fiscal responsibility and capability of implementing the activities proposed for funding through the FY2002 Annual Plan. The HAFC staff currently consists of management personnel and contractors to include Executive Director, Deputy Director of Operations, Deputy Director Housing Finance and Development, Director of Resident Services, MIS/Finance Manager, Contract and Compliance Administrator, Housing Choice Voucher Manager, Marketing

Quality/Control Manager, Housing Choice Voucher staff, Technical Service Manager, Senior Housing Manager, Maintenance Personnel, Systems Administrator, Receptionists, and Contractual Staff to include a Grant Monitor. The current Director has served in this position for nine (10) years. The HAFC has the support and the faith of the Commissioners and the Residents in the capability of the Agency to effectively manage public housing. The HAFC does not have any unresolved audit findings.

All programs and activities have been implemented on schedule and are being lauded as successful by the HAFC, Fulton County, Residents and the community. The Fulton County governmental entities have a welcomed partnership with the HAFC in ensuring that the Annual Plan will address the needs of the targeted population and the County.

**B. HUD Programs Under PHA Management**

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	281	5%
Section 8 Vouchers	727	20%
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	0
Public Housing Drug Elimination Program (PHDEP)	0	0
The HAFC Administers 145 Portables	400	20%
Other Federal Programs (list individually)		
ROSS Service Delivery	281	20%
ROSS Capacity Building	281	20%

**\*\* 172 units will not be included in expected turnover rate due to demolition**

**C. Management and Maintenance Policies**

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

(1) Public Housing and Section 8 Maintenance and Management: (list below)

Management

- Admissions & Continued Occupancy Policy
- Section 8 Administrative Plan
- Personnel Policy
- Procurement Policy
- Pet Policy
- Asset Management Plan
- Lease & Grievance Procedure
- Capital Improvement Plan
- Demolition & Disposition Plan
- Red Oak Relocation Plan
- FSS Action Plan

Maintenance

- Preventive Maintenance Contracts



- Grass Cutting Contract
- Painting Contract
- Pest Control Contract (including cockroaches)
- Cleaning Contract

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
  - PHA main administrative office
  - PHA development management offices
  - Other (list below)

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

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

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
  - PHA main administrative office
  - Other (list below):
  - Section 8 Administrative office in writing

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

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

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

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

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

updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment A (ga264a02)

-or-

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

**(2) Optional 5-Year Action Plan**

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

a.

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment C (ga264c02)

-or-

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

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

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

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

The PHA received a Demolition Grant only.

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

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

Azalea Manor Development

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: Replacement Housing

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Boat Rock 1b. Development (project) number: 264-06
2. Activity type: Demolition Disposition
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: <u>(12/01/02)</u>
5. Number of units affected: 258 6. Coverage of action (select one) Part of the development Total development
7. Timeline for activity: a. Actual or projected start date of activity: 1/2000 b. Projected end date of activity: 7/1/2003

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Red Oak 1b. Development (project) number: 264-05
2. Activity type: Demolition Disposition
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: <u>(4/26/2002)</u>

5. Number of units affected: 172
6. Coverage of action (select one) Part of the development Total development
7. Timeline for activity: a. Actual or projected start date of activity: 06/13/2002 b. Projected end date of activity: 10/2005

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**  
[24 CFR Part 903.7 9 (i)]

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

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Allen Road 1b. Development (project) number: 264-03
2. Designation type: Occupancy by only the elderly Occupancy by families with disabilities Occupancy by only elderly families and families with disabilities
3. Application status (select one) Approved; included in the PHA’s Designation Plan Submitted, pending approval Planned application
4. Date this designation approved, submitted, or planned for submission: 08/28/00
5. If approved, will this designation constitute a (select one) New Designation Plan Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) Part of the development Total development

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

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	Belle Isle
1b. Development (project) number:	264-07
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. Yes No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

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

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

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

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

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

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

**B. Section 8 Tenant Based Assistance**

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”,

skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: The HAFC has developed a full homeownership training program and presently has a certified Housing Counselor Specialist on staff to ensure effective implementation.

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

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

[24 CFR Part 903.7 9 (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 has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

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

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies

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

Public housing rent determination policies

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
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)
Georgia State University: Education and Job Training Services	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Fulton Atlanta Community Action Authority, Inc.: Life Skills Classes, Personal/Emergency Services, Education and Training	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Atlanta Technical Institute: Occupational Skills Training, GED and Tutorial	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Operation Dignity: Youth Programs, Family Support for Emergencies	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Fulton County Schools: After School Tutorial, Truancy Program	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Sheltering Arms: Head Start, Extended Day Care Services, Referral Services	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Atlanta/Fulton Public Library.: Job Search/Placement Assistance, Job Readiness Training	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
The Girl Scouts Council Of Northwest Georgia, Inc.: Youth Activities	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Literacy Action, Inc.: Job Search/Placement Assistance, Job Readiness Training	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing



Fulton County Department of Family and Children Services: Supportive Services, Youth and Adult Services	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Fulton County Department of Human Service: Youth and Adult Services	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Fulton County Department of Health and Wellness: Youth and Adult Services	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Literacy Volunteers of America-Metropolitan Atlanta: Literacy Programs	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc. HAFC	Public Housing
Goodwill Industries of North Georgia, Inc. : Career Resource Center, Employment and Job Training Skills	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Fulton Industrial Business Association: Job Placement/ Job Training	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing
Georgia Institute of Technology: Computer Donations and Technical Assistance, Employment Referrals	281	Anyone interested may participate	HAFC Main Office Community Opportunity Centers, Inc.	Public Housing

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	Voluntary	41 as of 10/1/2001
Section 8	111	56 as of 10/1/2001

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

**C. Welfare Benefit Reductions**

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

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

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

Even though the HUD requirement has been eliminated for the Community Service Requirement for residents of government assisted housing, the HAFC is still pursuing and encouraging resident participation through a self-sufficiency directive. Partnership agreements have been established to assist with the placements. The volunteer program will be aimed at providing avenues for self-sufficiency to include non-paid employment experience. Community service and qualified 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 resident self-sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities.

**Community Service Organizations And Activities Are Defined As:**

As a convenience to voluntary, participating residents, the Housing Authority will develop, post on the Authority's bulletin boards and provide to covered 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 qualified service organizations and activities is presented as a convenience to covered residents. Residents are not limited to the following list and are encouraged to identify other organizations and activities.

Qualified Organizations

- Fulton County Housing Authority
- Fulton County, Georgia
- Fulton County Department of Parks and Recreation
- Department of Health and Human Services
- Fulton County Health Department
- Local Hospitals

Qualified Activities

- Volunteer services to any qualified organization
- Self-sufficiency activities such as education, training and self-improvement classes
- Housing Authority or City Volunteer Trash Pick-up Day
- Participation in monthly resident programs as presented by the Housing Authority.

**Participation is scheduled and announced at resident meetings as certified by the Housing Authority.**

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

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
  - High incidence of violent and/or drug-related crime in some or all of the PHA's developments
  - High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
  - Residents fearful for their safety and/or the safety of their children
  - Observed lower-level crime, vandalism and/or graffiti
  - People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
  
2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).
  - Safety and security survey of residents
  - Analysis of crime statistics over time for crimes committed “in and around” public housing authority
  - Analysis of cost trends over time for repair of vandalism and removal of graffiti
  - Resident reports
  - PHA employee reports
  - Police reports
  - Demonstrable, quantifiable success with previous or ongoing anticrime/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 plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)
  - Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
  - Crime Prevention through Environmental Design
  - Activities targeted to at-risk youth, adults, or seniors
  - Volunteer Resident Patrol/Block Watchers Program
  
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**

PHAs 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?  
Yes No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?  
Yes No:

**As per statutory requirement, the PHDEP is no longer an activity funded through a separate allocation and therefore, the PHDEP Plan is not a component of the FY 2002 Annual Plan. The HAFC will continue to implement all PHDEP activities that have been funded and will continue to implement a proactive, crime-effacement strategy through the appropriation of 8.1% set-aside in the Operating Budget for referenced activities.**

## **14. PET POLICY**

[24 CFR Part 903.7

Fulton County Housing Authority

### **PET POLICY**

#### **I. Purpose**

In compliance with Section 227 of Title II of the Housing and Urban-Rural Recovery Act of 1983, and with 24 CFR Parts 5, 243, 842, and 942, Final Rule, the Fulton County Housing Authority will permit residents of housing projects built exclusively for occupancy by the elderly and persons with disabilities, to own and keep common household pets in their apartment. This policy sets forth the conditions and guidelines under which pets will be permitted. This policy is to be adhered to at all times. The purpose of the policy is to ensure that pet ownership will not be injurious to persons or property, or violate the rights of all residents to clean, quiet, and safe surroundings.

#### Common Household Pets are Defined as Follows:

Birds: Including canary, parakeet, finch and other species that are normally kept caged; birds of prey are not permitted.

Fish: Tanks or aquariums are not to exceed 20 gallons in capacity. Poisonous or dangerous fish are not permitted. Only one (1) tank or aquarium is permitted per apartment.

Dogs: Not to exceed thirty (30) pounds at time of maturity. All dogs must be neutered or spayed.

Cats: All cats must be neutered or spayed and declawed.

Exotic pets such as snakes, monkeys, rodents, etc. are not allowed.

#### **II. Registration**

Every pet must be registered with the Fulton County Housing Authority's management prior to moving the pet into the unit and updated annually thereafter. Registration requires the following:

A. A certificate signed by a licensed veterinarian, or a state or local authority empowered to inoculate animals (or designated agent of such authority), stating that the animal has received all inoculations required by the state and local law, if applicable (dogs, cats).

B. Proof of current license, if applicable (dogs, cats).

C. Identification tag bearing the owner's name, address, and phone number (dogs, cats).

D. Proof of neutering/spaying and/or declawing, if applicable (dogs, cats).

E. Photograph (no smaller than 3x5) of pet or aquarium.

F. The name, address, and phone number of a responsible party that will care for the pet if the owner becomes temporarily incapacitated.

G. Fish - size of tank or aquarium must be registered.

#### **III. Licenses and Tags**

PHA FY 2002 Annual Plan, Page 37

Every dog and cat must wear the appropriate local animal license, a valid rabies tag and a tag bearing the owner's name, address and phone number. All licenses and tags must be current.

IV. **Density of Pets**

Only one (1) dog or cat will be allowed per apartment. Only two (2) birds will be allowed per apartment. The Fulton County Housing Authority only will give final approval on type and density of pets.

V. **Visitors and Guests**

No visitor or guest will be allowed to bring pets on the premises at anytime. Residents will not be allowed to Pet Sit or House a Pet without fully complying with this policy.

Feeding or caring for stray animals is prohibited and will be considered keeping a pet without permission.

VI. **Pet Restraints**

- A. All dogs must be on a leash when not in the owner's apartment. The leash must be no longer than three (3) feet.
- B. Cats must be in a caged container or on a leash when taken out of the owner's apartment.
- C. Birds must be in a cage when inside of the resident's apartment or entering or leaving the building.

VII. **Liability**

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.

Residents owning pets shall be liable for the entire amount of all damages to the Fulton County Housing Authority premises caused by their pet and all cleaning, de-fleaing and deodorizing required because of such pet. Pet owners shall be strictly liable for the entire amount of any injury to the person or property of other residents, staff or visitors of the Fulton County Housing Authority caused by their pet, and shall indemnify the Fulton County Housing Authority for all costs of litigation and attorney's fees resulting from such damage. Pet liability insurance can be obtained through most insurance agents and companies.

VIII. **Sanitary Standards and Waste Disposal**

- A. Litter boxes must be provided for cats with use of odor-reducing chemicals.
- B. Fur-bearing pets must wear effective flea collars at all times. Should extermination become necessary, cost of such extermination will be charged to pet owner.
- C. Pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances where damages occur to Authority property due to pet or removal of pet feces by staff.
  - (i) All pet waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated garbage container and/or trash compactor.
  - (ii) Residents with litter boxes must clean them regularly. Noncompliance may result in removal of the pet. The Fulton County Housing Authority reserves the right to impose a mandatory twice weekly litter box cleaning depending on need. Litter box garbage shall

be placed in a plastic bag and deposited outside the building in the garbage container and/or trash compactor.

- D. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. Pet owner's apartments may be subject to inspections once a month.

IX. **General Rules**

The resident agrees to comply with the following rules imposed by the Fulton County Housing Authority:

- A. No pet shall be tied up anywhere on Authority property and left unattended for any amount of time.
- B. Pet owners will be required to make arrangements for their pets in the event of vacation or hospitalization.
- C. Dog houses are not allowed on Authority property.

X. **Pet Rule Violation and Pet Removal**

- A. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has violated a rule governing the pet policy, the Fulton County Housing Authority shall serve a notice of pet rule violation on the pet owner. Serious or repeated violations may result in pet removal or termination of the pet owner's tenancy, or both.
- B. If a pet poses a nuisance such as excessive noise, barking, or whining which disrupts the peace of other residents, owner will remove the pet from premises upon request of management within 48 hours. Nuisance complaints regarding pets are subject to immediate inspections.
- C. If a pet owner becomes unable either through hospitalization or illness to care for the pet and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, the Fulton County Housing Authority can officially remove the pet. The Authority accepts no responsibility for pets so removed.

XI. **Rule Enforcement**

Violation of these pet rules will prompt a written notice of violation. The pet owner will have seven (7) days to correct the violation or request an informal hearing at which time the Authority's Grievance Procedure will be followed.

XII. **Grievance**

Management and resident agree to utilize the Grievance Procedure described in the Lease Agreement to resolve any dispute between resident and management regarding a pet.

XIII. **Damage Deposit**

A "Pet Damage Deposit" will be required for dogs and cats only, however, all pet owners must comply with registration rules for all other pets. The "Pet Damage Deposit" must be paid in advance and is to be used to pay reasonable expenses directly attributable to the presence of the pet in the project including (but not limited to) the cost of repairs and replacements to, and fumigation of, the resident's dwelling unit. The amount of the "Pet Damage Deposit" will be \$250.

XIV. **Exceptions**

This policy does not apply to animals that are used to assist persons with disabilities. This exclusion applies to animals that reside in the development, as well as animals used to assist persons with disabilities that visit the development. Pets used for the purpose of aiding residents with disabilities must have appropriate certification. The Authority shall maintain a list of agencies that provide and/or train animals to give assistance to individuals with disabilities.



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**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
Attached at Attachment (File name)  
Provided below:

**The Resident Advisory Board did not have any comments or changes to the Plan.**

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:  
**There were no comments to address**

**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.) Willa Payne and Jennifer Copeland are the Resident Commissioners as they were appointed by the Fulton County Board of Commissioners.

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)  
Resident Associations nominate a Resident to serve on the PHA Board. The name of the Resident is then forwarded to the Fulton County Board of Commissioners for final appointment.
- b. Eligible candidates: (select one)  
Any recipient of PHA assistance  
Any head of household receiving PHA assistance  
Any adult recipient of PHA assistance  
Any adult member of a resident or assisted family organization  
Other (list)
- c. Eligible voters: (select all that apply)  
All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)  
Representatives of all PHA resident and assisted family organizations  
Other (list)

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

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

1. Consolidated Plan Jurisdiction: Fulton County, 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 Fulton County HAFC identifies needs for housing based on the following factors:

- (1) lack of availability
- (2) affordable units within the County

The Plan identifies areas where new affordable construction would be a priority. The HAFC strives to ensure that areas identified within the Plan are targeted as potential sights for development as single-family homeownership opportunities. As the Plan also indicates a lack of affordable, available rental housing, the HAFC also identifies units within the County that would qualify as additional asset inventory.

The HAFC prioritizes programs and activities that support the issues outlined in the Consolidated Plan. Through the administration of the Public Housing Program (Conventional and Housing Choice Voucher Program) the Fulton County Housing Authority (HAFC) administers and maintains units of affordable rental housing in the community. Further, through its modernization program, the HAFC maintains these units to a high standard, which helps assure that the County has quality affordable rental dwellings available for residents needing government subsidized housing.

The primary goal for the Consolidated Plan is 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 HAFC has diligently worked to extend and strengthen partnerships with government, private and local sector for the availability of quality affordable housing and supportive services.

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

The Consolidated Plan for Fulton County, Georgia supports the HAFC Five-Year Plan and FY2002 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 County will continue to require enhanced 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 County receive a safe and comfortable living environment. These commitments are components of the HAFC 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 Fulton County, Georgia (HAFC) 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 HAFC 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 twenty percent (20%) of the CFP Annual Budget for that year.

In setting the above criteria, the HAFC intends by “Strategic Goal” specifically those items under those headings in its 5-Year Plan. As 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 HAFC 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 HAFC 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 HAFC 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 HAFC 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**

ga264a02.(Attachment A) FY2002 Capital Fund Program Annual Statement

ga264b02 (Attachment B) Annual Statement/Performance and Evaluation Reports

ga264c02.(Attachment C) Replacement Housing Factor Tables Grant Number 1 FY2002

ga264d02 (Attachment D) Capital Fund Program 5-Year Plan for Modernization

ga264e02 (Attachment E) Deconcentration Statement

ga264f02 (Attachment F) Capitalization Policy and Depreciation Property Policy



Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Fulton County		Grant Type and Number Capital Fund Program Grant No: GA06P26450102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
Original Annual Statement Reserve for Disasters/ Emergencies Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	48,337			
3	1408 Management Improvements	96,674			
4	1410 Administration	48,337			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	75,000			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	30,000			
10	1460 Dwelling Structures	80,000			
11	1465.1 Dwelling Equipment—Nonexpendable	25,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	15,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	65,024			
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	483,372			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation				



<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>		
PHA Name: <b>Housing Authority of Fulton County</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>GA06P26450102</b> Replacement Housing Factor Grant No:	<b>Federal FY of Grant: 2002</b>

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
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Original Revised Funds Obligated Funds Expended PHA-Wide Operations

Asset Revitalization Activities 1406 1 48,337 PHA-Wide Management Improvements 1408 Software 1408 2711 1 10,000 Public Relations/Marketing 1408 3711 1 15,000 Financial/Technical Assistance 1408 4711 6 56,674 Staff Training 1408 1711 1 15,000 Total for 1408 96,674

PHA-Wide Administration

1410

48,337 PHA-Wide Executive Director 1410 1711 1 48,337 Operations & Technical Support Analyst 1410 1 Director of Finance 1410 1 Accountant 1410 1 Executive Office Manager 1410 1 Accounting Assistant 1410 1 Total for 1410 48,337 PHA-Wide A&E Fees 1430 A&E Fees 1430 1711 1 15,000 Market and Housing Needs Analysis 1430 2711 1 47,000 Sundry 1430 4711 1 5,000 Advertisements 1430 5711 1 5,000 Red Oak Revitalization Planning and Dev 1430 6711 1 3,000 Total for 1430 75,000 PHA-Wide Site Improvements 1450 Landscaping 1450 1711 30,000 Total for 1450 30,000 PHA-Wide Dwelling Structures Paint Units – AR 1460 1711.03 20,000 Flooring – AR 1460 2711.03 20,000 Vacant Unit Prep – AR 1460 3711.03 10,000 Vacant Unit Prep – BI 1460 3711.07 5,000 Bldg Interior Upgrade – AR 1460 4711.03 25,000 Total for 1460 80,000 Dwelling Equipment-Non-Expendable Appliances 1465 1711 25,000 Total for 1465.1 25,000 PHA-Wide Non-dwelling Equipment Computer Hardware 1475 1711 10,000 Total For Non-Dwelling Equipment 1475 2711 5,000 Total For Non-Dwelling Equipment 15,000 Development Activities Replace Red Oak Units 1499 1711 65,024 Total For Development 65,024

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: <b>Housing Authority of Fulton County</b>	<b>Grant Type and Number</b> Capital Fund Program No: <b>GA06P26450102</b> Replacement Housing Factor No: <b>formtext</b>			<b>Federal FY of Grant: 2002</b>			
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	
1406	March 2004			September 2004			
1408	March 2004			September 2004			
1410	March 2004			September 2004			

1430	March 2004			September 2004			
1440	March 2004			September 2004			
1450	March 2004			September 2004			
1460	March 2004			September 2004			
1465	March 2004			September 2004			
1475	March 2004			September 2004			
1498	March 2004			September 2004			

ga264b02 Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary			
PHA Name: Authority of Fulton County	Housing	Grant Type and Number Capital Fund Program Grant No: GA06P26450100 Replacement Housing Factor Grant No: formtext	Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/2002 <input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost

		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	216,873.00		216,873.00	216,873.00
4	1410 Administration	108,436.00		108,436.00	108,436.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	395,145.00		392,557.43	364,253.27
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	41,955.00		29,543.74	29,543.74

10	1460 Dwelling Structures	224,000.00		210,000.00	67,574.10
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	6,500.00		0.00	0.00
13	1475 Nondwelling Equipment	10,000.00		12,724.50	12,724.50
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	0.00		0.00	0.00
18	1499 Development Activities	81,456.00		0.00	0.00
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,084,365.00		956,997.14	754,571.24
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: formtext County		Housing Authority of Fulton			Grant Type and Number Capital Fund Program Grant No: GA06P26450100 Replacement Housing Factor Grant No: formtext		Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	

Original Revised Funds Obligated Funds Expended PHA-Wide Management Improvements 1408 Staff training 1408 1709 1 15,000.00 15,000.00 15,000.00  
Software 1408 2709 1 2,795.96 2,795.96 2,795.96 Public Relations/Marketing 1408 3709 1 12,000.00 12,000.00 12,000.00 Financial/Technical Assistance 1408 4709  
6 187,077.04 187,077.04 187,077.04 Total for 1408 216,873.00 216,873.00 216,873.00 Administration 1410 108,436.00 PHA-Wide Executive Director  
1410 1709 1 0.00 32,302.87 32,302.87 Operations & Technical Support Analyst 1410 3709 1 0.00 13,859.16 13,859.16 Director of Finance 1410 4709 1 0.00  
39,827.22 39,827.22 Accountant 1410 5709 1 0.00 5,110.49 5,110.49 Executive Office Manager 1410 8709 1 0.00 13,086.26 13,086.26 Accounting Assistant 1410  
9709 1 0.00 4,250.00 4,250.00 Total for 1410 108,436.00 108,436.00 108,436.00 PHA-Wide A&E Fees 1430 PH Redevelopment: Technical Assistance  
1430 1709 2 80,000.00 79,956.48 79,956.48 Market and Housing Needs Analysis 1430 2709 1 25,000.00 27,500.00 27,500.00 PH Redevelopment: Staff 1430 3709  
1 110,000.00 0.00 0.00 Sundry 1430 4709 1 10,000.00 2,194.05 2,194.05 Advertisements 1430 5709 1 10,100.00 2,338.78 2,338.78 Capital Improvements:

Technical Assistance 1430 6709 4 100,000.00 119,100.47 119,100.47 Red Oak Revitalization Planning and Dev 1430 7709 5 60,045.00 145,430.12 85,430.12 BR  
 Market Analysis 1430 8709 1 0.00 2,900.00 2,900.00 Total for 1430 395,145.00 392,557.43 364,253.27 PHA-Wide Acquisition 1440 Red Oak  
 Revitalization Land Acquisition 1440 1709 1 0.00 0.00 0.00 Total for 1440 0.00 0.00 0.00 PHA-Wide Non-Dwelling Equipment 1475 Computer  
 Hardware & Training 1475 1709 1 10,000.00 12,724.50 12,724.50 Total for 1475 10,000.00 12,724.50 12,724.50 Site Improvements 1450 GA264-03  
 Landscape Improvements-Allen Road 1450 1709.03 1 10,955.00 12,138.46 12,138.46 GA264-05 Landscape Improvements-Red Oak 1450 1709.05 1 24,000.00  
 17,405.28 17,405.28 GA264-03 Pressure Wash/Reseal-Allen Road 1450 2709.03 1 5,000.00 0.00 0.00 GA264-03 Sand and Paint Railings-Allen Road 1450 3709.03 1  
 2,000.00 0.00 0.00 Total for 1450 41,955.00 29,543.74 29,543.74 Dwelling Structures 1460 GA264-03 Upgrade Electrical Wiring-Allen Road 1460  
 1709.03 1 60,000.00 150.00 150.00 GA264-03 Replace Heating and AC Units-Allen Road 1460 2709.03 1 200,000.00 71,126.40 0.00 GA264-03 Roof Repair-Allen  
 Road 1460 3709.03 1 10,000.00 0.00 0.00 GA264-03 Clean/Replace Windows-Allen Road 1460 4709.03 1 50,000.00 0.00 0.00 GA264-07 Unit Upgrade-Belle Isle  
 1460 5709.07 1 5,000.00 0.00 0.00 GA264-05 Unit Upgrade-Red Oak 1460 5709.05 1 156,600.00 138,723.60 67,424.10 GA264-03 Unit Upgrade-Allen Road 1460  
 1460 224,000.00 210,000.00 67,574.10 GA264-03 Non-Dwelling Structures 1470 Install Toilet in Mgmt Office-Allen Road 1470 1709.03 1 6,500.00 0.00  
 0.00 Total for 1470 6,500.00 0.00 0.00 GA264-05 Relocation Costs 1495 Relocation 1495 1709.05 1 0.00 0.00 0.00 Total for 1495 0.00  
 0.00 0.00 GA264-05 Development Activities 1499 Replacement of Red Oak Units 1499 1709.05 1 81,456.00 0.00 0.00 Total for 1499 81,456.00 0.00  
 0.00 Grant Totals 1,084,365.00 956,997.14 754,571.24

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Housing Authority of Fulton County		Grant Type and Number Capital Fund Program No: formtext GA06P26450100 Replacement Housing Factor No: formtext				Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	April 2002			October 2003			
GA264-03	April 2002			October 2003			
GA264-05	April 2002			October 2003			
GA264-07	April 2002			October 2003			



Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Fulton County		Grant Type and Number Capital Fund Program Grant No: GA06P26450101 Replacement Housing Factor Grant No: formtext		Federal FY of Grant: 2001	
formcheckbox Original Annual Statement formcheckbox Reserve for Disasters/Emergencies formcheckbox Revised Annual Statement FORMCHECKBOX Performance and Evaluation Report for Period Ending: 3/31/2002 formcheckbox Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	110,646.00		110,646.00	0.00
3	1408 Management Improvements	221,293.00		194,460.80	131,989.43
4	1410 Administration	110,646.00		110,646.00	62,347.98
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	221,293.00		0.00	0.00
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	40,000.00		0.00	0.00
10	1460 Dwelling Structures	104,500.00		0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	100,000.00		0.00	0.00
13	1475 Nondwelling Equipment	10,588.00		0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	187,500.00		0.00	0.00
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,106,466.00		415,752.80	194,337.41
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation				

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

PHA Name: formtext County	Housing Authority of Fulton	Grant Type and Number Capital Fund Program Grant No: GA06P26450101 Replacement Housing Factor Grant No: formtext	Federal FY of Grant: 2001
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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
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PHA-Wide Management Improvements 408						
		Original	Revised	Funds Obligated	Funds Expended	
Staff training		14081710110.000	0014,521.56	14,521.56		
Software		1408271018,829.001	409,721.409	721,409.72		
Public Relations/Marketing		1408371010.0020	400.3020	400.30		
Financial/Technical assistance		140847105202,464.00132	464.0076	283.62		
Resident Initiatives		1408571010.0015	000.000	000.00		
Total for 1408		221,293.00221	293.00131	131,989.43		
Administration		1410110,646.00110	646.0062	347.98		
PHA-Wide Executive Director		1410170810.000	000.000	000.00		
Deputy Executive Director		1410270810.000	000.000	000.00		
Operations & Technical Support Analyst		1410370810.000	000.000	000.00		
Director of Finance		1410470810.000	000.000	000.00		
Accountant		1410570810.000	000.000	000.00		
Director of Asset Management		1410670810.000	000.000	000.00		
Director of Resident Services/Mobility		1410770810.000	000.000	000.00		
Office Manager		1410870820.000	000.000	000.00		
Special Assistant to the Ex. Dir.		1410970810.000	000.000	000.00		
Total for 1410		110,646.00110	646.0062	347.98		
PHA-Wide A&E Fees 1430						
A&E Fees/Tech Assistance		143017102201,293.000	000.000	000.00		
Development Positions-Tech Svs Coord		1430 271010.000	000.000	000.00		
Tech Assistance-Replacement Units		1430 371010.000	000.000	000.00		
Sundry		14304710110.000	000.000	000.00		
Advertisements		14305710110.000	000.000	000.00		
Total for 1430		221,293.000	000.000	000.00		

PHA-WideAcquisition1440
Red Oak Revitalization Land Acq.1440171010.000.000.00
Total for 14400.000.000.00
PHA-WideNon-Dwelling Equipment1475
Computer Hardware14751710110.588.000.000.00
Maintenance Tools/Equipments1475271010.000.000.00
Total for 147510,588.000.000.00
Site Improvements1450
GA264-03Landscape Improvements14501710.0310.000.000.00
GA264-05Landscape Improvements14501710.05140,000.000.000.00
GA264-07Landscape Improvements14501710.0710.000.000.00
Total for 145040,000.000.000.00
Dwelling Structures1460
GA264-03Upgrade Bldg Interior14601710.03130,000.000.000.00
GA264-03Vacancy Prep B Units –AR14605710.03110,000.000.000.00
GA264-05Vacancy Prep B Units - RO14605710.05154,500.000.000.00
GA264-07Install Bldg & Directional Signage14602710.0715,000.000.000.00
GA264-07Install AC Units – B114603710.0715,000.000.000.00
GA264-03Paint Apartments14606710.0310.000.000.00
GA264-03Replace Flooring14607710.0310.000.000.00

Total for 1460104,500.000.000.00

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)				Part II: Supporting Pages		
PHA Name: formtext Housing Authority of Fulton County		Grant Type and Number Capital Fund Program Grant No: GA06P26450101 Replacement Housing Factor Grant No: formtext			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 Funds Obligated Funds Expended PHA-Wide Dwelling Equipment 1465  
Appliances 1465 1710.07 1 0.00 0.00 0.00 Total for 1465 0.00 0.00 0.00  
Investment Ctr 1470 1710 1 100,000.00 0.00 0.00 Total for 1470 100,000.00 0.00 0.00

Replace Appliances 1465 1710.03 1 0.00 0.00 0.00 Replace  
PHA-Wide Non-Dwelling Structures 1470 HAFC Office & Family  
PHA-Wide Relocation 1495 Resident Relocation 1495 1710



1 0.00 0.00 0.00 Total for 1495 0.00 0.00 0.00 PHA-Wide Development 1499 Replacement of Red Oak Units 1499 1710 1 187,500.00 0.00 0.00  
 Total for 1499 0.00 0.00 0.00 PHA-Wide Operations 1406 Operations 1406 1710 1 110,646.00 110,646.00 0.00 Total for 1406 110,646.00 110,646.00  
 0.00 Grant Totals DEFINED() 1,106,466.00 415,752.80 194,337.41

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Housing Authority of Fulton County		Grant Type and Number Capital Fund Program No: GA06P26450101 Replacement Housing Factor No: formtext				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	September 2002			September 2003			
GA264-03	September 2002			September 2003			
GA264-05	September 2002			September 2003			
GA264-07	September 2002			September 2003			

ga264c02

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of Fulton County		Grant Type and Number Capital Fund Program Grant No: GA06R26450102 Replacement Housing Factor Grant No: 01		Federal FY of Grant: 2002	
FORMCHECKBOX Original Annual Statement formcheckbox Reserve for Disasters/ Emergencies FORMCHECKBOX Revised Annual Statement FORMCHECKBOX Performance and Evaluation Report for Period Ending: formcheckbox Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	53,993.00			
3	1408 Management Improvements	83,993.00			
4	1410 Administration	53,993.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	25,000.00			
8	1440 Site Acquisition	25,000.00			
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	5,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	292,956.00			
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	539,935.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages
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PHA Name: formtext     Housing Authority of Fulton County		Grant Type and Number Capital Fund Program Grant No: GA06R26450102 Replacement Housing Factor Grant No: 01			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work

Original Revised Funds Obligated Funds Expended PHA-Wide Management Improvements 1408     Staff training 1408 1710 1 10,000.00     Software 1408 2710 1 10,000.00     Technical Assistance 1408 3710 1 63,993.00     Total for 1408     83,993.00     PHA-Wide Administration 1410     Executive Director, Deputy Director Operations, Asset Manager, MIS/Finance Manager, Accounting Clerks, Contract/Compliance Coord, etc. 1410 1710 1 53,993.00     Total for 1410     53,993.00  
PHA-Wide     A&E Fees 1430     A&E Fees 1430 1710 1 22,000.00     Sundry 1430 4710 1 10,000.00     Advertisements 1430 5710 1 10,000.00     Total for 1430 25,000.00  
PHA-Wide Acquisition 1440     Site Acquisition. 1440 1710 1 25,000.00     Total for 1440 25,000.00     PHA-Wide Non-Dwelling Equipment 1475     Computer Hardware 1475 1710 1 5,000.00     Total for 1475 5,000.00     PHA-Wide Development 1475 Replacement Units 1495 1710 1 292,956.00     Total for 1495 292,956.00     PHA-Wide Grant Totals 539,995.00

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Housing Authority of Fulton County		Grant Type and Number Capital Fund Program No: GA06R26450102 Replacement Housing Factor No: 01				Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	March 2004			September 2004			

Part I: Summary

PHA Name Fulton County Housing Authority		FORMCHECKBOX Original 5-Year Plan formcheckbox Revision No: formtext			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant 2003 : PHA FY: 2003	Work Statement for Year 3 FFY Grant 2004 : PHA FY:2004	Work Statement for Year 4 FFY Grant 2005 : PHA FY2005 :	Work Statement for Year 5 FFY Grant 2006 : PHA FY2006 :
PHA-Wide	Annual Statement				
Operations		\$48,337	\$48,337	\$48,337	\$48,337
Management Imp.		\$96,674	\$96,674	\$96,674	\$96,674
Administration		\$48,337	\$48,337	\$48,337	\$48,337
Fees and Costs		\$40,000	\$40,000	\$40,000	\$40,000
Site Improvements		\$40,024	\$20,000		
Dwelling Structures		\$198,500	\$190,024	\$150,024	\$160,024
Dwelling Equipment		\$12,000	\$0.00	\$0.00	\$0.00
Replacement Housing		\$40,000	\$40,000	\$100,000	\$40,000
CFP Funds Listed for 5-year planning		\$483,372	\$483,372	\$483,372	\$483,372
Replacement Housing Factor Funds		\$539,935	\$539,935	\$539,935	\$539,935

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year (2): ____ FFY Grant:2003 PHA FY:2003			Activities for Year: (3) ____ FFY Grant:2004 PHA FY:2004		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	GA264-03			GA264-03		
	Dwelling Structures	Paint Apartments	\$35,000	Dwelling Structures	Building Exterior Improvements	\$190,024

	Dwelling Structures	Replace Flooring	\$43,500			
	Dwelling Structures	Renovate Kitchen Cabinets	\$60,000			
	Dwelling Equipment	Replace appliances	\$10,000			
	Site Improvements	Landscaping Improvements	\$34,024			
	GA264-07			GA264-07		
	Site Improvements	Landscape Improvements	\$6,000	Site Improvements	Playground Equipment	\$20,000
	Dwelling Structures	Building Exterior Improvements	\$50,000			
	Dwelling Structures	Unit Rehab	\$10,000			
	Dwelling Equipment	Replace Appliances	\$2,000			
	PHA-WIDE					
		Operations	\$48,337	PHA-WIDE	Operations	\$48,337
		Management Improvements	\$96,674		Management Improvements	\$96,674
		Administration	\$48,337		Administration	\$48,337
		Fees and Cost	\$40,000		Fees and Cost	\$40,000
	Total CFP Estimated Cost		\$483,372			\$483,372

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

Activities for Year : (4) ____ FFY Grant: 2005 PHA FY: 2005			Activities for Year: (5) _ FFY Grant: 2006 PHA FY: 2006		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
GA264-03			GA264-03		
Dwelling Structures	Building Exterior Improvements	\$150,024	Dwelling Structures	Building Exterior Improvements	\$100,000
			Dwelling Structures	Unit Rehab	\$60,024
PHA-WIDE	Operations	\$48,337			
	Management Improvements	\$96,674	PHA-WIDE	Operations	\$48,337
	Administration	\$48,337		Management Improvements	\$96,674
	Fees and Cost	\$40,000		Administration	\$48,337

	Replacement Housing	\$100,000		Fees and Cost	\$40,000
				Replacement Housing	\$40,000
		\$483,372			\$483,372

ga264e02

This policy rescinds all previous authorization policies and shall become effective upon Attachment E: Deconcentration and Income Mixing

6. Deconcentration and Income Mixing

- a. FORMCHECKBOX Yes FORMCHECKBOX 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. FORMCHECKBOX Yes FORMCHECKBOX 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. Note:

If yes, list these developments as follows:

The HAFC is demolishing the Red Oak Development. Therefore, the HAFC is not required to comply with a Deconcentration and Income Mixing plan.

ga264f02

Prepared for the Meeting of  
The Board of Commissioners to be held  
Thursday, March 21, 2002

CAPITALIZATION AND DEPRECIATION PROPERTY POLICY

ITEM FY2002: To consider and approve a resolution authorizing the Executive Director to adopt a Capitalization and Depreciation Policy.

BACKGROUND:

The Authority approved a Capitalization of Property Policy in June 2000 in accordance with the QHWRA. However, the policy needs to be revised to include depreciation. Additionally, the dollar limits for items to be capitalized should be increased.

RESOLUTION:

WHEREAS, a Capitalization and Depreciation Policy is needed to govern capitalizing our property and equipment in accordance with GAAP; and

WHEREAS, Board approval of the Capitalization and Depreciation Policy is requested for Authority implementation.

NOW, THEREFORE BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF FULTON COUNTY: authorizes the Executive Director to adopt the Capitalization and Depreciation Policy.

BE IT RESOLVED THIS 21ST DAY OF MARCH 2002.

BY: \_\_\_\_\_  
Louis A. Bacon, Chairman



Approved by voice vote on  
April 8, 2002  
To be Ratified at the Regular Meeting of  
The Board of Commissioners to be held  
Thursday, May 16, 2002

CHECK SIGNATURE POLICY

ITEM FY2002-:

To consider and approve a resolution authorizing the Executive Director to a new procedure allowing facsimile signatures on all checks. As an additional review measure, all payments must be reviewed and approved by the MIS/Finance Manager, Deputy Director of Operations and Executive Director before checks may be disbursed.

BACKGROUND:

The Housing Authority of Fulton County currently requires authentic signatures on all checks. Resolution FY2001-015, dated March 15, 2001, required authentic signatures on all checks. However, this procedure did not prevent problems with bank accounts and required an inordinate amount of time of the individuals who signed the checks. The new procedure will allow additional management review of cash disbursement transactions for all checks in addition to saving countless hours required of two individuals who had to sign the checks.

RESOLUTION:

WHEREAS, the Housing Authority currently requires authentic signatures on all checks; and

WHEREAS, Resolution FY2001-015, dated March 15, 2001, required authentic signatures on all checks; and

WHEREAS, all facsimile checks will be used on all checks;

WHEREAS, all payments will be reviewed and approved by the MIS/Finance Manager, Deputy Director of Operations and the Executive Director before checks are disbursed.

NOW, THEREFORE BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF FULTON COUNTY: authorizes the Executive Director to institute a new procedure allowing facsimile signatures to be used on all checks.

BE IT RESOLVED THIS 8TH DAY OF April 2002.

BY: \_\_\_\_\_  
Louis Bacon, Chairman

Section 4: Certifications

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

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