

# PHAPlans

5YearPlanforFiscalYears2000 -2004  
AnnualPlanforFiscalYear2002

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBE COMPLETEDIN  
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

## **PHA Plan Agency Identification**

**PHAName:** City of Sioux City Housing Authority

**PHANumber:** IA018

**PHA Fiscal Year Beginning:** 07/2002

### **Public Access to Information**

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

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

### **Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

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

**A.Mission**

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

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

**B.Goals**

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

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

- ☐ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☐ Apply for additional rental vouchers:
  - ☐ Reduce public housing vacancies:
  - ☐ Leverage private or other public funds to create additional housing opportunities:
  - ☐ Acquire or build units or developments
  - ☐ Other (list below)
- ☐ PHA Goal: Improve the quality of assisted housing  
Objectives:
- ☐ Improve public housing management: (PHA Score)
  - ☐ Improve voucher management: (SEMA Score)
  - ☐ Increase customer satisfaction:
  - ☐ Concentrate one effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

- ☐ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

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

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

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

#### **HUD Strategic Goal 1: Promote self-sufficiency and asset development of families and individuals**

- ☐ PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - ☐ Increase the number and percentage of employed persons in assisted families:
  - ☐ Provide or attract supportive services to improve assistance recipients' employability:

- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

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

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

**Other PHA Goals and Objectives: (list below)**

**AnnualPHAPlan**  
**PHAFiscalYear2002 -03**  
[24CFRPart903.7]

**i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

☐ **StandardPlan**

**StreamlinedPlan:**

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

☐ **TroubledAgencyPlan**

**ii. ExecutiveSummaryoftheAnnualPHAPlan**

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiativesanddiscretionarypolicies thePHAhasincludedintheAnnualPlan.

TheSiouxCityHousingAuthorityanticipatesayearofexpansioninitsprogramsandadjustmenttoSection8only status.Wewillbereviewingallof ourdiscretionarypoliciesduringthecomingyearandrevisingourAdministrative Plantoreffectanychangeswemake.Wedonotplantomakeanysignificantchangesinourprogramadministration orpolicies,however,wewillcontinuetostreamline,improve,andclarifycurrentpolicies.

ThePHAhascompletedthesaleoftheremainingduplexPublicHousingunitsandisnowaSection8onlyHousing Authority.Theproceedsfromthesaleof fourPublicHousingunitshavefundedanAffordableHomeOwnership Program.Todatewehaveprovideddownpaymentassistanceto221low-incomefamilies toassistthemin becominghomeowners.

DuringFY02-03,weexpecttocontinuetoservethe1,159familieswehaveinourHousingChoiceVoucher Program,HOMETenant-BasedRentalAssistance,andModerateRehabilitationProgram.WehavefiftyFamily Unificationand50MainstreamDisabilityVoucherstokeeputilizedandan80FamilySelf-SufficiencyProgramfor whichwecontinuallyrecruitparticipants.ThePHAhassubmittedanapplicationforFairShareVoucherfundingfor thisyear.ItplanstosubmitanapplicationforFamilySelf-Sufficiencyfunding,Homeownershipfundingthroughthe FSSapplicationprocess,andmainstreamdisabilityvouchers.ThePHA'swebsite willbemodifiedandimprovedso wecanbetterinformthepublicofourprogramsandservices.

ThePHAcontinuestopromotefairhousingineveryaspect.The mostrecentoverallanalysisconductedbythe SiouxlandConsortiumfortheConsolidatedPlansuggestedthatpubliceducationneedstocontinueonissuesof discriminationandfairnessinhousing.TheAnalysisofImpedimentstoFairHousingChoiceisperiodicallyupdated whenpertinentinformationbecomesavailable.Thefileisalsoopenforpublicinspectionandcontributionsatall times.

The Department of Human Rights is working closely with the City of Sioux City's Community Development Department and Housing Authority to develop educational and enforcement programs emphasizing fair housing. The city expects to hire a full-time staff person to handle fair housing sometime after March 2002. Three other issues regarding Fair Housing Choice that may have an impact on future Fair Housing efforts are: 1.) an increase in reports of predatory lending by subprime lenders resulting in larger numbers of individuals defaulting on loans; 2.) an increase in the number of housing contracts sales being reported and 3.) an announcement by the Iowa Department of Civil Rights that they will not be conducting fair housing tests in areas outside of the Des Moines metropolitan area.

**Summary of Impediments:** The primary impediments to fair housing choice are lack of affordable units and lack of money. Tenant skills were listed as an impediment for some individuals in attaining housing. Even though the Hispanic population has increased dramatically in the past 10 years, only two survey respondents cite language barriers as a limitation on fair housing choice. Survey respondents were given a choice of 14 minority and special needs categories to identify which group suffers the most in the housing market. The results show quite a divergence in opinion on this question. Low-income individuals, regardless of race or special need status, were the most frequently cited group facing limited housing choice. The second most cited group was female head of households and tied for third were Native Americans and the Physically Disabled. The majority of survey respondents felt that public policies, practices and procedures are not limiting fair housing choice. The majority of survey respondents do not feel that zoning, land-use policies, tax assessment or tax abatement policies are limiting fair housing choice in Siouxland. Traditional means of limiting fair housing choices such as redlining and steering appear to be either not pervasive or not common knowledge. The perception is that low income individuals and single female heads of households are the most likely to be denied housing by a private landlord. Very few formal complaints have been filed. Solutions to the current lack of affordable housing were cited as a pressing priority. Landlord/tenant organizations, communication, and education were also repeatedly identified as possible solutions.

**Action taken to overcome identified impediments:** The aggressive program of developing affordable housing, both rental and single-family owner-occupied housing, is having a tremendous effect upon individuals' ability to find affordable housing--addressing the number one concern regarding a lack of affordable housing. Projects such as Carnegie Place, Lessenich Place, Courtview Place, Woodbury Park, The Pinnacle Apartments, Century Plaza, Call Terminal Building, the Castle on the Hill, etc. have added 215 new affordable rental units using HOME funds. Affordable single-family housing is being addressed through projects such as Woodbury Heights, Phoenix Place, and the citywide rehabilitation of red-tagged units.

The number two impediment listed was the lack of tenant skills. This impediment is being addressed through the Family Self-Sufficiency Program, classes in housekeeping and budgeting offered by the PHA, and partnerships with non-profit agencies. Impediments to fair housing is also addressed through the CDBG-funded Housing Counseling program offered at The Center for Assistance, Information, and Direction. All of these programs are ongoing.

The third impediment regarding low-income households, female-headed households, Native Americans, and Physically Disabled is also being addressed through construction projects to make more units available to these subpopulations. Several projects, such as the CDBG-funded barrier removal program and the HOME-funded Pinnacle Apartments address the needs of the physically disabled. The PHA makes a list of handicapped units available to all participants. It educates landlords at every briefing about fair housing requirements.

As stated earlier, educational efforts are always ongoing regarding fair housing issues. Every briefing and all handbooks state fair housing policies and identify the procedure for filing a complaint. Landlords are briefed on Fair Housing requirements and reminded they must promote fair housing choice by not discriminating on the basis of race, color, religion, disability, familial status, gender, national origin or ancestry, many times during a participant's tenure. The PHA and its partner, the Sioux City Human Rights Commission continue to fight on behalf of individuals who have suffered from discrimination in housing or in other aspects of life. They investigate complaints locally and forward founded cases to the Iowa Civil Rights Commission for adjudication. All records pertaining to fair housing are kept by the PHA for clients participating in the program. Other records are kept by the city's Human Rights Commission and the Community Development Department.

The Resident Advisory Board dissected program -wide by mailing a letter asking for volunteers to serve a one -year term on the board ending with the approval of the Annual Plan by the PHA Board. Anyone who volunteers is automatically on the board and receives all board -related mailings. The new board, which may include past members, will be elected in May of 2002. Following are the minutes of the most recent meeting held on February 14, 2002 during which the Plan was discussed.

*Catherine Olson, Housing Services Division Manager, offered an overview and review of the Section 8 program development of the past year, and asked what the board envisions for the coming year —meeting summary follows:*

**ADDITIONAL FUNDING:**

- Receiving the funding for additional Fair Share Vouchers, FSS Coordinator, and Homeownership
- Doing more with less

**DECREASE IN UTILITY COSTS:**

- The adjustments made to the utility allowance to reflect reduction in gas prices
- The Housing Authority lowered payment standards to 105% of FMR

**SECTION 8 HOUSING CHOICE VOUCHER HOMEOWNERSHIP PROGRAM**

- Program to be presented to Council for approval for this year. Projected implementation date: May 2002. Cathy listed several criteria for a 'successful' homeowner applicant:
- Income eligible
- Excellent credit history
- Ability to get financing
- Attend the Home Ownership class offered by Consumer Credit Counseling

**CHILD SUPPORT:**

- The issue of child support came to the forefront of the discussion, specifically the ramifications of owing back child support on a person's credit history. Cathy mentioned that this issue has been discussed before by staff and clients, and the possibility of excluding child support payments from 'countable' income in relation to the amount of rent paid has been brought forward as a possible 'deduction' to be considered by Congress and/or HUD.

**INSPECTORS:**

- RAB members seemed to be pleased with the courtesy of the inspectors.

**RENT COMPARISONS:**

- Housing staff is continually updating this essential database.

**NEWSLETTER:**

- RAB members expressed enthusiasm about the quarterly newsletters they have been receiving. Comments and suggestions for future articles were encouraged.

**OTHER ISSUES THE RAB MEMBERS DISCUSSED**

- Need for landlords to maintain their property
- Need for more handicapped accessible affordable units.
- Open up more affordable houses -- make sure landlords are fair in dealing with clients.
- Need to encourage volunteerism of residents.
- Need for on-going tenant education.



PHA personnel have examined these suggestions and will be implementing whatever suggestions fall within their purview. The coming year will undoubtedly bring with it unplanned challenges and opportunities. The job of providing the best possible customer service, the most up-to-date information, the highest professional standards, and the most efficient operation will continue to provide the known challenges. We look forward to FY02 as a time to expand and enhance our programs. Our in-depth analysis and improvement of all operating systems will carry the PHA into FY03 fully prepared for whatever may need undertaking.

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

[24CFR Part 903.79(r)]

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

#### **Table of Contents**

Page#

#### **Annual Plan**

i. Executive Summary.....	1
ii. Table of Contents.....	4
1. Housing Needs.....	7
2. Financial Resources.....	14
3. Policies on Eligibility, Selection and Admissions.....	15
4. Rent Determination Policies.....	24
5. Operations and Management Policies.....	28
6. Grievance Procedures.....	30
7. Capital Improvement Needs.....	31
8. Demolition and Disposition.....	36
9. Designation of Housing.....	37
10. Conversion of Public Housing.....	38
11. Homeownership.....	39
12. Community Service Programs.....	41
13. Crime and Safety.....	44
14. Pets (Inactive for January 1 PHAs).....	46
15. Civil Rights Certifications (included with PHA Plan Certifications).....	46
16. Audit.....	46
17. Asset Management.....	46
18. Other Information — Amendments/modification to the Plan.....	53

#### **Attachments**

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

#### **Required Attachments:**

- ☐ Admissions Policy for Deconcentration
- ☒ FY2000 Capital Fund Program Annual Statement\*\*\* **INCLUDED IN TEXT**
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☐ PHA Management Organizational Chart
- ☐ FY2000 Capital Fund Program 5 Year Action Plan
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) \*\*\***INCLUDED IN TEXT**
- ☒ Other (List below, providing each attachment name)

Attachment A — Progress in Meeting the Five - Year Plan and Goals

Attachment B — Resident Advisory Board Members

Attachment C — Homeownership Administrative Plan Policy

### 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
	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is 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 back up data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA Board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	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
	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	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
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable	Annual Plan: Conversion of

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other residents services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## 1. Statement of Housing Needs

[24 CFR Part 903.79(a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income ≤ 30%	2146	5	4	1	1	1	1

Housing Needsof FamiliesintheJurisdiction byFamilyType							
FamilyType	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
ofAMI							
Income>30%but <=50%ofAMI	577	5	4	1	1	1	1
Income>50%but <80%ofAMI	4214	4	5	1	1	1	1
Elderly	91	5	4	1	3	1	1
Familieswith Disabilities	131	5	5	1	5	1	1
Reportbyincome	NA						
Reportbyincome	NA						
Reportbyincome	NA						
Reportby income	NA						

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

- ☒ Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☒ American Housing Survey data  
Indicate year: 1990
- ☒ Other housing market study  
Indicate year: 2000
- ☐ Other sources: (list and indicate year of information)

## B. Housing Needsof FamiliesonthePublicHousingandSection8Tenant Based Assistance Waiting Lists

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

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input checked="" type="checkbox"/> Section8tenant -basedassistance			
<input type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	541		
Extremelylow income<=30%AMI	428	79%	
Verylowincome (>30%but<=50%AMI)	113	21%	
Lowincome (>50%but<80%AMI)	0		
Familieswith children	331	61%	
Elderlyfamilies	25	5%	
Familieswith Disabilities	105	19%	
Amer.Indian/...	65	12%	
Asian	3	1%	
Black	48	9%	
White	419	77%	
Hispanic397% Non-Hipanic50193%			
Characteristicsby BedroomSize (PublicHousing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			

### Housing Needs of Families on the Waiting List

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

If yes:

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

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

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

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

### **Need: Specific Family Types: The Elderly**

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

Select all that apply

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

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



**Strategy1: TargetavailableassistancetoFamilieswithDisabilities:**

Selectallthatapply

- ☐ Seekdesignationofpublichousingforfamilieswithdisabilities
- ☐ Carryoutthomodificationsneededinpublichousingbasedonthesection504Needs AssessmentforPublicHousing
- ☒ Applyforspecial -purposevoucherstargetedtofamilieswithdisabilities,shouldthey becomeavailable
- ☒ Affirmativelymarkettolocalnon -profitagenciesthatassistfamilieswithdisabilities
- ☐ Other:(listbelow)

**Need:SpecificFamilyTypes:Racesorethnicitieswithdisproportionatehousingneeds****Strategy1:Increaseawareness ofPHAresourcesamongfamiliesofracesandethnicities withdisproportionateneeds:**

Selectifapplicable

- ☒ Affirmativelymarkettoraces/ethnicitiesshowntohavedisproportionatehousingneeds
- ☐ Other:(listbelow)

**Strategy2:Conductactivitiestoaffirmativelyfurtherfairhousing**

Selectallthatapply

- ☒ Counselsection8tenantsastolocationofunitsoutsideofareasofpovertyorminority concentrationandassistthemtolocatethoseunits
- ☒ Marketthesection8programtoownersoutsideofareasofpoverty/minority concentrations
- ☒ Other:(listbelow)

Promotedevelopmentofbarrier -freeaffordablehousingwithmorethanoneunitdesignated barrierfreeinordertonotisolateddisabledfromotherdisabledpopulation —seeRABcomments.

**OtherHousingNeeds&Strategies:(listneedsandstrategiesbelow)****(2)ReasonsforSelectingStrategies**

Ofthefactorslistedbelow,selectallthatinfluencedthePHA'sselection ofthestrategiesitwill pursue:

- ☒ Fundingconstraints
- ☒ Staffingconstraints
- ☐ Limitedavailabilityofsitesforassistedhousing
- ☒ Extenttowhichparticularhousingneedsaremetbyotherorganizationsinthecommunity
- ☒ EvidenceofhousingneedsasdemonstratedintheConsolidatedPlanandother informationavailabletothePHA
- ☒ InfluenceofthehousingmarketonPHAprograms

- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

## 2. Statement of Financial Resources

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing support services, Section 8 tenant-based assistance, Section 8 support 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 2001 grants)</b>		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund	\$55,733.00	Operations
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$4,363,384.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME	\$138,000.00 \$60,000.00	TBRA Security Deposit Assis.
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	NA	
<b>3. Public Housing Dwelling Rental Income</b>	NA	
<b>4. Other income (list below)</b>	NA	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>4. Non-federal sources</b> (list below)	NA	
<b>Total resources</b>	\$4,419,315.00	

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

[24 CFR Part 903.79(c)]

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

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

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

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

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

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

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

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

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

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

## **(2)WaitingListOrganization**

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

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

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

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

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

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

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

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

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

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

## **(3) Assignment**

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

- ☐ One

- ☐ Two  
☐ Three or More

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

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

#### **(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

#### **(5) Occupancy )**

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers

- ☐ Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

- ☐ Adoption of site based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:



☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

☐ Other (list policies and development targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for 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: PHA that do not administer section 8 are not required to complete sub -component 3B.  
**Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

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

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

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

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

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

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

☐ Criminal or drug -related activity

☒ Other (describe below)

Information on previous damages and/or evictions.

### **(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)

HOMe tenant -based rental assistance

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)

All agencies that request copies of the application forms.

### **(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 admissionsto 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 assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**) -based

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

2 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below) w)

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

- ☒ Through published notices
- ☒ Other (list below)

Contacting appropriate agencies.

## **4. PHA Rent Determination Policies**

[24 CFR Part 903.79(d)]

### **A. Public Housing**

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

#### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

- ☐ 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 a \_\_\_\_\_ adjustment to rent? (select all that apply)

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

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

## **(2) Flat Rents**

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

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

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

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

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

Describe the voucher payment standards and policies .

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

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

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

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

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

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



☐ Other(listbelow)

d.Howoftenarepaymentstandardsreevaluatedforadequacy?(selectone)

- ☒ Annually  
☒ Other(listbelow)

Generallyannually,butmorefrequentlyifitappearstenantsarehavingdifficultyleasing units.

e.WhatfactorswillthePHAconsiderinitsassessmentoftheadequacyofitspaymentstandard?  
(selectallthatapply)

- ☒ Successratesofassistedfamilies  
☒ Rentburdensofassistedfamilies  
☐ Other(listbelow)

## **(2)MinimumRent**

a.WhatamountbestreflectsthePHA'sminimumrent?(selectone)

- ☐ \$0  
☒ \$1-\$25  
☐ \$26-\$50

b. ☒ Yes ☐ No:Has thePHAadoptedanydiscretionaryminimumrenthardshipexemption policies?(ifyes,listbelow)

Writtenrequestandvalidreason —casebycase.

## **5.OperationsandManagement**

[24CFRPart903.79(e)]

ExemptionsfromComponent5:HighperformingandsmallPHAsarenot requiredtocompletethissection.Section 8onlyPHAsmustcompletepartsA,B,andC(2)

**Exempt—PHAisahighperformingHousingAuthority**

### **A.PHAManagementStructure**

DescribethePHA'smanagementstructureandorganization.

(selectone)

☐ AnorganizationchartshowingthePHA'smanagementstructureandorganizationis attached.

☒ AbriefdescriptionofthemanagementstructureandorganizationofthePHAfollows:

ThishighperformingPHAhasamanager,fivecaseworkers ,anintakeworker,asecretary,an administrativesecretary,andcontractsforanFSSCoordinatorandtwoinspectors.

## B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	NA	
Section 8 Vouchers	1117	348
Section 8 Certificates		
Section 8 Mod Rehab	7	2
Special Purpose Section 8 Certificates/Vouchers (list individually)	Family Unification Mainstream Disabilities	18 3
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		
	HOMETBRA	5

## C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

**The PHA is a High Performing Housing Authority**

## 6. PHA Grievance Procedures

[24 CFR Part 903.79(f)]

**A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

**B. Section 8 Tenant -Based Assistance — Exempt High performing PHA**

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

If yes, list additions to federal requirements below:

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

- ☐ PHA main administrative office  
☐ Other (list below)

## **7. Capital Improvement Needs**

[24CFR Part 903.79(g)]

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

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

Exemptions from sub -component 7A: PHA 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 complete d 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 (state name)

-or-

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

#### **Component 7 Capital Fund Program Annual Statement Parts I, II, and III**

#### **Annual Statement**

#### **Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number IA05P01850101 FFY of Grant Approval: (07/2001)

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non -CGP Funds	
2	1406 Operations	\$55,733
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	

7	1430FeesandCosts	
8	1440SiteAcquisition	
9	1450SiteImprovement	
10	1460DwellingStructures	
11	1465.1DwellingEquipment -Nonexpendable	
12	1470NondwellingStructures	
13	1475NondwellingEquipment	
14	1485Demolition	
15	1490ReplacementReserve	
16	1492MovingtoWorkDemonstration	
17	1495.1RelocationCosts	
18	1498ModUsedforDevelopment	
19	1502Contingency	
20	<b>AmountofAnnualGrant(Sumoflines2 -19)</b>	<b>\$55,733</b>
21	Amountofline20RelatedtoLBPActivities	
22	Amountofline20RelatedtoSection504Compliance	
23	Amountofline20RelatedtoSecurity	
24	Amountofline20RelatedtoEnergyConservation Measures	

**AnnualStatement**  
**CapitalFundProgram(CFP)PartII:SupportingTable**

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost
HA-wideActivities	Thisgrantistobeusedfor operations, ongoingimprovementsininternal processes,tenanteducation,training, manuals, and anything that can improve customer service and services	1406	\$55,733

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## AnnualStatement

## Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEnding Date)	AllFundsExpended (QuarterEndingDate)
HA-wide Activities	\$550.40 3/31/2002	\$0 3/31/2002

## **(2)Optional5 -YearActionPlan**

Agenciesareencouragedtoincludea5 -YearActionPlancoveringcapitalworkitems.Thisstatementcanbe completedbyusingthe5YearActionPlantableprovidedinthetablelibraryattheendofthePHAPlantemplate **OR**bycompletingandattachingaproperlyupdatedHUD -52834.

a. ☐ Yes ☒ No:Is the PHA providing an optional5 -YearActionPlanfor the CapitalFund? (ifno,skiptosub -component7B)

b.If yestoquestiona,selectone:

☐ TheCapitalFundProgram5 -YearActionPlanisprovidedasanattachmenttothePHA PlanatAttachment(statename

-or-

☐ TheCapitalFundProgram5 -YearActionPlanisprovidedbelow:(ifselected,copythe CFPoptional5YearActionPlanfromtheTableLibraryandi nsertthere)

## **B.HOPEVIandPublicHousingDevelopmentandReplacementActivities (Non-CapitalFund)**

Applicabilityofsub -component7B:AllPHAsadministeringpublichousing.IdentifyanyapprovedHOPEVI and/orpublichousingdevelopmentorreplacementactivitiesnotdescribedintheCapitalFundProgramAnnual Statement.

**NA**

☐ Yes ☐ No:a)Has the PHA received a HOPEVI revitalization grant?(ifno,skipto questionc;ifyes,provideresponsestoquestionbfor eachgrant,copying andcompletingasmanytimesasnecessary)  
b)StatusofHOPEVI revitalizationgrant(completeonesetofquestionsfor eachgrant)

1.Developmentname:

2.Development(project)number:

3.Statusofgrant:(selectthestatementthatbestdescribesthecurrentstatus)

- ☐ RevitalizationPlanunderdevelopment
- ☐ RevitalizationPlansubmitted,pendingapproval
- ☐ RevitalizationPlanapproved
- ☐ Activitiespursuanttoanapproved RevitalizationPlanunderway

☐ Yes ☐ No:c)DoesthePHAplantoapplyforaHOPEVI revitalizationgrantinthe Planyear?



If yes, list development name/s below:

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

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

## **8. Demolition and Disposition**

[24CFR Part 903.79(h)]

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

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

### 2. Activity Description

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

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

7. Timeline for activity:

a. Actual or projected start date of activity:

b. Projected end date of activity:

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

[24CFR Part 903.79(i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	

5.If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

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

[24CFR Part 903.79(j)]

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

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

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

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)

4. Status of Conversion Plan (select the statement that best describes the current status)

- ☐ Conversion Plan in development  
☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY)  
☐ Conversion Plan approved by HUD on: (DD/MM/YYYY)  
☐ Activities pursuant to HUD - approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- ☐ Units addressed in a pending or approved demolition application (date submitted or approved: )  
☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )  
☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )  
☐ Requirements no longer applicable: vacancy rates are less than 10 percent  
☐ Requirements no longer applicable: site now has less than 300 units  
☐ Other: (describe below)

**B. Reserved for Conversions pursuant to Section 202 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 903.79(k)]

### **A. Public Housing**

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

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

2. Activity Description

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

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA established eligibility criteria

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

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

[24 CFR Part 903.79(l)]

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

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

1. Cooperative agreements:

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

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

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

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

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

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

a. Self-Sufficiency Policies

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

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

b. Economic and Social Self-Sufficiency Programs

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

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

## **(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		
Section 8		

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

### **C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.79(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 area surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower -level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug -related crime
- ☐ Other (describe below)

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/antidrug programs
- ☐ Other (describe below)

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

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

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

- ☐ Contracting without outside and/or resident organizations for the provision of crime -and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at -risky youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

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

### C. Coordination between PHA and the police

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

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- ☐ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above -baseline law enforcement services
- ☐ Other activities (list below)

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

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

PHA eligible for FY2000 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 FY2000 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

## 14. RESERVED FOR PET POLICY

[24 CFR Part 903.79(n)]

## **15.CivilRightsCertifications**

[24CFRPart903.79(o)]

CivilrightscertificationsareincludedinthePHAPlanCertificationsofCompliancewiththe  
PHAPlansandRelatedRegulations.

## **16.FiscalAudit**

[24CFRPart903.79(p)]

1. ☒ Yes ☐ No: IsthePHArequiredtohaveanauditconductedundersection  
5(h)(2)oftheU.S.HousingActof1937(42US.C.1437c(h))?  
(Ifno,skiptocomponent17.)
2. ☒ Yes ☐ No: WasthemostrecentfiscalauditsubmittedtoHUD?
3. ☐ Yes ☒ No: Werethereanyfindingsastheresultofthataudit?
4. ☐ Yes ☐ No: Iftherewereanyfin dings,doanyremainunresolved?  
Ifyes,howmanyunresolvedfindingsremain? \_\_\_\_\_
5. ☐ Yes ☐ No: HaveresponsestoanyunresolvedfindingsbeensubmittedtoHUD?  
Ifnot,whenaretheydue(statebelow)?

## **17.PHAAssetManagement**

[24CFRPart903.79(q)]

Exemptionsfromcomponent17:Section8OnlyPHAsarenotrequiredtocompletethiscomponent.High  
performingandsmallPHAsarenotrequiredtocompletethiscomponent.

1. ☐ Yes ☐ No: IsthePHAengaginginanyactivities thatwillcontributetothelong -term  
assetmanagementofitspublichousingstock,includinghowtheAgency  
willplanforlong -termoperating,capitalinvestment,rehabilitation,  
modernization,disposition,andotherneedsthathave **not**beenaddressed  
elsewhereinthisPHAPlan?
2. WhattypesofassetmanagementactivitieswillthePHAundertake?(selectallthatapply)  
☐ Notapplicable  
☐ Privatemanagement  
☐ Development-basedaccounting  
☐ Comprehensivestockassessment  
☐ Other:(listbelow)
3. ☐ Yes ☐ No: HasthePHAincludeddescriptionsofassetmanagementactivitiesinthe  
**optional**PublicHousingAssetManagementTable?

## **18. Other Information**

[24CFR Part 903.79(r)]

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

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

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

☐ Attached at Attachment (Filename)

☒ Provided below:

“You have given me a new beginning and my independence back since leaving my husband and getting my life together.”

“It would be nice if the time on the waiting list was shortened but, understandably it can't be.”

“Need to do background checks on felons and those convicted of drugs and alcohol. Those with charges or problems should not be allowed to participate and interfere with other clients. Keep variety of neighborhoods and available housing open to as many as possible.”

“Have consistent inspectors and tenants should know what they expect.”

“You have excellent people working at the agency & very helpful.”

“Open up more houses for low income and make sure landlords are fair in dealing with clients or tenants. Make sure fair market prices are acceptable and utility allowances make it feasible for people to make ends meet.”

“Tell the people being assisted the rules via mail. So many people don't remember them.”

“Have spontaneous checks to see if people on the program are violating the rules.”

“I am very pleased with the program.”

“Thank you for the program.”

“For this time, I, too, feel on the whole, that the Sioux City Housing Authority does a very good job in providing residents with up to date facts and assisting residents to find affordable and livable housing. Thank you!”

“I'm happy about this program and I think it's a very good program.”

“Maybe unannounced visits to the different homes or apartments besides the yearly inspections.”

“I think they are doing a good job.”

“A little more attention toward landlord on repairing.”

“It would be nice if people on the program could have roommates so they could share expenses with someone else.”

“An area of concern with the voucher program is the five -year limit on services. I understand that its design is to promote a necessity to work for families that are currently receiving welfare services. However, being an individual with a disability, I currently receive a fixed income. Combine that with the condition of the job market for individuals with disabilities, and you have individuals that could be facing the possibility of being placed in group homes or other establishments just because of current employment conditions.”

“The welfare to work program is to work in coordination with job service, vocational rehabilitation, and educational institutions to ensure that people are actually trying to get off of assistance programs. The progress of people needs to be monitored more closely to ensure that people who are capable of employment are actually pursuing that goal.”

“More aware need to be promoted by the Housing Authority to ensure that people are actually aware of the program.”

Barrier to fair housing — there are two main barriers. First, the number of units available to persons with physical limitations is disproportionate to the number of people who are capable of living independently. Secondly, in my experience there has only been 1 unit per apartment complex that is adapted to a person with a disability. This means that the units are scattered throughout the city which produces isolation due to lack of transportation services. The isolation can also lead to depression among this population. Is there something that can be done to assist with this possible mental health issue?”

“A regular education campaign available to all applicants and residents to explain how the Housing Authority runs its operation. This would reduce the stress on some applicants who may not be aware of how the system works. It would also empower all of the residents within your program. This would also increase the amount of feedback you would be given; therefore increasing your sense of how the program works.”

The information reflected in some of the above comments was addressed and clarified during the discussion that occurred at our meetings. Some of the other comments are suggestions that are already incorporated into our policies and processes. Others are being explored further and/or referred to those resources that deal with the concern expressed.

3. In what manner did the PHA address those comments? (select all that apply)



Considered comments, but determined that no changes to the PHA Plan were necessary.



The PHA changed portions of the PHA Plan in response to comments

List changes below:



Other: (list below)

While the comments made by Advisory Board members did not change the PHA plan, they will be considered when doing long-range goals and planning. Any suggestion that can be incorporated into our processes will be implemented.

## 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.)

The chairman of the RAB serves as the liaison to the PHA board — the City of Sioux City Council. State law requires city-wide primary and election process in order to become a member of the City Council.

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

3. Description of Resident Election Process.

Each year after the approval and submission of the PHA Annual Plan, residents are sent a letter explaining the role of the resident advisory board and a form on which they can volunteer to serve on the board. Any resident who expresses an interest in serving is appointed to the board for a one-year term. These residents are notified every time there is a meeting or anything else germane to the RAB. While attendance at the meetings does not always reflect the number of residents on the board (this year there were 18 board members), we also solicit comments and suggestions by mail from board members who miss meetings. No resident was interested in serving on the PHA Board.

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)

All residents are nominated by the PHA

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: (Sioux City MSA/Siouxland Consortium)

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)

- ☒ ThePHAhasbaseditsstatementofneedsoffamiliesinthejurisdictionontheneeds expressedintheConsolidatedPlan/s.
- ☒ ThePHAhasparticipatedinanyconsultationprocessorganizedandofferedbythe ConsolidatedPlanagencyinthedevelopmentoftheConsolidatedPlan.
- ☒ ThePHAhasconsultedwiththeConsolidatedPlanagencyduringthedevelopmentof thisPHAPlan.
- ☒ ActivitiestobeundertakenbythePHAinthecomingyearareconsistentwiththe initiativescontainedintheConsolidatedPlan.(listbelow)

ApplicationforadditionalHousingChoiceVouchers

InitiatingaSection8HCVHomeownershipPlan

Supportofaffordablehousingdevelopment

☐ Other:(listbelow)

4.TheConsolidatedPlanofthejurisdictionsupportsthePHAPlanwiththefollowingactions andcommitments:(describebelow)

Affordablehousingdevelopment

Projectareacommittees

HOMETenant -basedrentalassistance

HOMESecurityDepositAssistance

ESG

HousingCounselingfunding

ContinuumofCare

#### **D.OtherInformationRequiredbyHUD**

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

#### **Amendments/ModificationstothePlan**

Changes to rent or admissions policies or organization of the waiting list are considered significant amendments and substantial deviations or modifications to the Plan.

## **Attachments**

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

### **Attachment A — Progress in Meeting the Five -Year Plan Mission and Goals**

Since the PHA Five -Year Plan was submitted to HUD, there have been several accomplishments by the PHA and its community partners that further the goals identified in the Plan. We received 108 enhanced Vouchers for a project -based opt out, contracted for an on-site FSS Coordinator, initiated a Section 8 Homeownership Program, increased affordable housing choices with the addition of three new low -income housing tax credit apartment complexes totaling 64 units, completed the disposition of Public Housing, enhanced computer technology to streamline processing, maintained 100% lease -up utilization, expanded educational opportunities for participants, and continued to support efforts to expand all housing opportunities for our clientele.

### **Attachment B --2002 RAB Board Members**

Cathy Stevens  
Patrick Connolly  
Gary D. Henry  
Michael R. Carter  
Stacey Macfarlane  
Theresa Wynn  
Jarrod Linn  
Roxene A. Olson  
Lee H. Tillman  
Joan S. Kelly  
Becky A. Clausen  
Despi Kounas  
Lisa Sanders  
Rhonda Eshelman  
Chasity Wood  
Erin Doty  
Dinah McNeal  
Robert Klameth



## **Attachment C — Homeownership Administrative Plan Policy**

**(Update of Admin Plan to include detail of Homeownership Program — March 7, 2002)**

### **F. HOMEOWNERSHIP** [24CFR982.625]

The homeownership option is used to assist a family residing in a home purchased and owned by one or more members of the family.

The PHA must approve a live-in aide if needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities.

The PHA may make homeownership available to all who qualify, or restrict homeownership to families or purposes defined by the PHA. The PHA may also limit the number of families assisted with homeownership.

**The PHA will offer the homeownership option to all applicant and participant families who meet the eligibility requirements listed below.**

- **Contain at least one (1) adult family member who has been fully employed for at least one (1) year.**
- **The PHA will only offer the homeownership option to applicants who can provide evidence that they can qualify for approved financing.**

**The PHA will limit homeownership to a maximum of *fifty (50)* families at any given time.**

## **Plan**

### **Eligibility Requirements** [24CFR982.627]

The family must meet all of the requirements listed below before the commencement of homeownership assistance.

The family must be eligible for the Housing Choice Voucher program.

The family must qualify as a first-time homeowner, or may be a co-operative member.

The family must meet the Federal minimum income requirement. The family must have a gross annual income equal to the Federal minimum wage multiplied by 2000, based on the income of adult family members who will own the home. Unless the family is elderly or disabled, income from welfare assistance will not be counted toward this requirement.

The family must meet the Federal minimum employment requirement.

At least one adult family member who will own the home must be currently employed fulltime and must have been continuously employed for one year prior to home ownership assistance.

HUD regulations define "fulltime employment" as not less than an average of 30 hours per week.

**A family member will be considered to have been continuously employed even if that family member has experienced a break in employment, provided that the break in employment:**

- **did not exceed sixty (60) calendar days; and**
- **did not occur within the 3 month period immediately prior to the family's request to utilize the home ownership option.**

The Federal minimum employment requirement does not apply to elderly or disabled families.

Any family member who has previously defaulted on a mortgage obtained through the home ownership option is barred from receiving future home ownership assistance.

**The PHA will impose the following additional initial requirements:**

**The family has had no family member-caused violations of HUD's Housing Quality standards within the last 1-year period.**

**The family is not within the initial 1-year period of a HAP Contract.**

**The family does not owe money to any PHA.**

**The family has not committed any serious or repeated violations of a PHA-assisted lease within the past 1-year period.**

#### **Homeownership Counseling Requirements** [24CFR982.630]

When the family has been determined eligible, they must attend and complete homeownership counseling sessions. These counseling sessions will be conducted by **Consumer Credit Counseling Service of Greater Siouxland**. Such counseling shall be consistent with HUD-approved housing counseling.

The following topics will be included in the homeownership counseling sessions:

**Home maintenance (including care of the grounds);**

**Budgeting and money management;**

**Credit counseling;**

**How to negotiate the purchase price of a home;**

**How to obtain homeownership financing and loan preapprovals, including a description of types of financing that may be available, and the pros and cons of different types of financing;**

**How to find a home, including information about homeownership opportunities, schools, and transportation in the PHA jurisdiction;**

**Advantages of purchasing a home in an area that does not have a high concentration of low-income families and how to locate homes in such areas;**

**Information about RESPA, state and Federal truth-in-lending laws, and how to identify and avoid loans with oppressive terms and conditions;**

**Eligible Units** [24CFR982.628]

The unit must meet all of the following requirements:

The unit must meet HUD's "Eligible Housing" requirements. The unit may not be any of the following:

A public housing or Indian housing unit;

A unit receiving Section 8 project -based assistance;

A nursing home, board and care home, or facility providing continual psychiatric, medical or nursing services;

A college or other school dormitory;

On the grounds of penal, reformatory, medical, mental, or similar public or private institutions.

The unit was already existing or under construction at the time the family was determined eligible for homeownership assistance.

The unit is a one -unit property or a single dwelling unit in a cooperative or condominium.

The unit has been inspected by the PHA and by an independent inspector designated by the family.

The unit meets HUD Housing Quality Standards.

The PHA must not approve the seller of the unit if the PHA has been informed that the seller is debarred, suspended, or subject to a limited denial of participation.

**HA Search and Purchase Requirements** [24CFR982.629]

The PHA has established the maximum time that will be allowed for a family to locate and purchase a home.

The family's deadline date for locating a home to purchase will be **sixty (60) calendar days** from the date the family's eligibility for the homeownership option is determined. *Extensions may be considered on a case -by-case basis but, even with extensions, the family's deadline date for locating a home to purchase shall not exceed 120 days from the date the family's eligibility for the homeownership option is determined.*

The family must obtain financing for the home within **sixty (60) calendar days** *from the date of an accepted purchase agreement* .

The family must purchase the home **within sixty (60) calendar days** *from the date of an accepted purchase agreement* .

The PHA **will** require periodic reports on the family's progress in finding and purchasing a home. **Such reports will be provided by the family at intervals of** *thirty (30) days* .

If the family is unable to purchase a home within the maximum time limit, the PHA **will place the family's name on the waiting list for a voucher.**

### **Inspection and Contract** [24CFR982.631]

The unit must meet Housing Quality Standards, and must also be inspected by an independent professional inspector selected and paid by the family.

The independent inspection must cover major building systems and components. The inspector must be qualified to identify physical defects and report on property conditions, including major building systems and components. These systems and components include, but are not limited to:

Foundation and structure;

Housing interior and exterior;

Roofing;

Plumbing, electrical and heating systems.

The independent inspector must not be a PHA employee or contractor. The PHA will not require the family to use an independent inspector selected by the PHA, but the PHA has established the following standards for qualification of inspectors selected by the family.

#### **The PHA requires the following qualifications for independent inspectors:**

1. Certification from either American Society of Home Inspectors (ASHI) or National Association of Home Inspectors (NAHI)
2. Certification from an accredited Home Inspection School or Training Course

Copies of the independent inspection report will be provided to the family and the PHA. Based on the information in this report, the family and the PHA will determine whether any pre-purchase repairs are necessary.

The PHA may disapprove the unit for home ownership assistance because of information in the report.

The family must enter into a contract of sale with the seller of the unit. A copy of the contract must be given to the PHA. The contract of sale must specify the price and terms of sale, and provide that the purchaser will arrange for a pre-purchase independent inspection of the home. The contract must also:

Provide that the purchaser is not obligated to buy the unit unless the inspection is satisfactory;

Provide that the purchaser is not obligated to pay for necessary repairs; and

Contain the seller's certification that he or she has not been debarred, suspended or subject to a limited denial of participation.

### **Financing** [24CFR982.632]

The family is responsible for securing financing. The PHA has established financing requirements, listed below, and may disapprove proposed financing if the PHA determines that the debt is unaffordable.

**The PHA will prohibit the following forms of financing:**

**balloon payment mortgages**

**variable interest rate loans**

**seller financing**

**Mortgage costs and fees that exceed the area norm for FHA Mortgage**

**Mortgage rates that exceed 3% of the current market rates for FHA Mortgage**

**The PHA will require a minimum cash down payment of *1% of the purchase price* to be paid from the family's own resources.**

**The PHA will impose a minimum initial equity requirement of *3% of the purchase price*.**

**Continued Assistance** [24CFR982.633]

Homeownership assistance may only be paid while the family is residing in the home. The family or lender is not required to refund homeownership assistance for the month when the family moves out.

The family must comply with the following obligations:

The family must comply with the terms of the mortgage securing debt incurred to purchase the home, or any refinancing of such debt.

The family may not convey or transfer ownership of the home, except for purposes of financing, refinancing, or pending settlement of the estate of a deceased family member. Use and occupancy of the home are subject to CFR 982.551 (h) and (i).

The family must supply information to the PHA or HUD as specified in CFR 982.551 (b). The family must further supply any information required by the PHA or HUD concerning mortgage financing or refinancing, sale or transfer of any interest in the home, or homeownership expenses.

The family must notify the PHA before moving out of the home.

The family must notify the PHA if the family defaults on the mortgage used to purchase the home.

No family member may have any ownership interest in any other residential property.

**The home must pass a HUD Housing Quality Standards inspection *on an annual basis*.**

Before commencement of homeownership assistance, the family must execute a statement in which the family agrees to comply with all family obligations under the homeownership program.

### **Maximum Term of Homeownership Assistance** [24CFR982.634]

Except in the case of elderly or disabled families, the maximum term of homeownership assistance is:

15 years, if the initial mortgage term is 20 years or longer, or

10 years in all other cases.

The elderly exception only applies if the family qualified as elderly at the start of homeownership assistance. The disabled exception applies if, at any time during receipt of homeownership assistance, the family qualifies as disabled.

If the family ceases to qualify as elderly or disabled during the course of homeownership assistance, the maximum term becomes applicable from the date assistance commenced. However, such a family must be afforded at least 6 months of homeownership assistance after the maximum term becomes applicable.

If the family receives homeownership assistance for different homes, or from different PHAs, the total is subject to the maximum term limitations.

### **Homeownership Assistance Payments and Homeownership Expenses** [24CFR982.635]

The monthly homeownership assistance payment is the lower of: the voucher payment standard minus the total tenant payment, or the monthly homeownership expenses minus the total tenant payment.

In determining the amount of the homeownership assistance payment, the PHA will use the same payment standards schedule, payment standard amounts, and subsidy standards as those described in this plan for the Housing Choice Voucher program.

The PHA will pay the homeownership assistance payment **to the family or to the Lender at the discretion of the PHA.**

Some homeownership expenses are allowances or standards determined by the PHA in accordance with HUD regulations. These allowances are used in determining expenses for all homeownership families and are not based on the condition of the home.

Homeownership expenses include:

Principal and interest on mortgage debt

Mortgage insurance premium

Taxes

The PHA utility allowance used for the voucher program

The PHA allowance for routine maintenance costs **is 1% of the principal and interest payment**

The PHA allowance for major repairs and replacements **is 1% of the principal and interest payment**

Principal and interest on debt for improvements

**If the home is a cooperative or condominium, expenses also include operating expenses or maintenance fees assessed by the homeowner association.**

**Portability** [24CFR982.636,982.353(b)and(c),982.552,982.553]

Subject to the restrictions on portability included in HUD regulations and in Chapter 13 of this plan, the family may exercise portability if the receiving PHA is administering a voucher homeownership program and accepting new homeownership families.

The receiving PHA may absorb the family into its voucher program, or bill the initial PHA. The receiving PHA arranges for housing counseling and the receiving PHA's homeownership policies apply.

**Moving With Continued Assistance** [24CFR982.637]

A family receiving homeownership assistance may move with continued tenant-based assistance. The family may move with voucher rental assistance or with voucher homeownership assistance. Continued tenant-based assistance for a new unit cannot begin so long as any family member holds title to the prior home.

**The PHA prohibits more than one move by the family during any one year period.**

**The PHA will deny permission to move with continued rental or homeownership assistance if the PHA determines that it does not have sufficient funding to provide continued assistance.**

**Denial or Termination of Assistance** [24CFR982.638]

Termination of homeownership assistance is governed by the policies for the Housing Choice Voucher program contained in chapter 15 of the Administrative Plan. However, the provisions of CFR 982.551(c) through (j) are not applicable to homeownership.

The PHA will terminate homeownership assistance if the family is dispossessed from the home due to a judgment or order of foreclosure.

**The PHA will permit such a family to move with continued voucher rental assistance. However, rental assistance will be denied if the family defaulted on an FHA-insured mortgage, and the family fails to demonstrate that:**

**The family has conveyed, or will convey, title to the home as required by HUD, and**

**The family has moved, or will move, within the period required by HUD.**

**The PHA will terminate homeownership assistance if the family violates any of the family obligations contained in this section.**

**The PHA will terminate homeownership assistance if the family violates any of the following family obligations:**

**Transfer or conveyance of ownership of the home;**

**Providing requested information to the PHA or HUD;**

**Notifying the PHA before moving out of the home;**

**Pilot Program for Homeownership Assistance for Disabled Families** [CFR 982.642]

The PHA has the option of offering assistance under the pilot program instead of, or in addition to, the homeownership assistance described in this section. Most of the regulations governing homeownership assistance apply to the pilot program.

Eligibility: the family must meet the definition of "disabled family." The family is not required to meet the low-income requirement, but annual income cannot exceed 99% of the area median. The family must not be a current homeowner and must close on the home within 3 years of July 23, 2001. The family need not meet the definition of "first-time homeowner."

Homeownership Assistance Payments: Payments are calculated as described in this section. A low-income family receives the full assistance payment. A family whose annual income is between 81% and 89% of area median receives 66% of the assistance payment. A family whose annual income is between 90% and 99% of area median receives 33% of the assistance payment. The PHA must make payments to the lender.

Mortgage Defaults: The PHA may permit the family to move with continued homeownership assistance if the default is due to catastrophic medical reasons or to the impact of a federally declared disaster.

**The PHA *will not* offer homeownership assistance under the pilot program for disabled families.**

To the extent applicable, the PHA's policies for homeownership assistance apply to families participating in the pilot program.

**Recapture of Homeownership Assistance** [24 CFR 982.640]

The PHA will comply with CFR 982.640 in recapturing a percentage of the homeownership assistance provided to the family upon sale or refinancing of the home.

Upon purchase of the home, the family shall execute documentation securing the PHA's right to recapture homeownership assistance.



## TableLibrary\*\*\*NA —Insertedintext

### Component7 CapitalFundProgramAnnualStatement PartsI,II,andII

#### AnnualStatement CapitalFundProgram(CFP)PartI:Summary

CapitalFundGrantNumber      FFYofGrantApproval:      (MM/YYYY)

☐ OriginalAnnualStatement

LineNo.	SummarybyDevelopmentAccount	TotalEstimated Cost
1	TotalNon -CGPFunds	
2	1406Operations	
3	1408ManagementImprovements	
4	1410Administration	
5	1411Audit	
6	1415LiquidatedDamages	
7	1430FeesandCosts	
8	1440SiteAcquisition	
9	1450SiteImprovement	
10	1460DwellingStructures	
11	1465.1DwellingEquipment -Nonexpendable	
12	1470NondwellingStructures	
13	1475NondwellingEquipment	
14	1485Demolition	
15	1490ReplacementReserve	
16	1492MovingtoWorkDemonstration	
17	1495.1RelocationCosts	
18	1498ModUsedforDevelopment	
19	1502Contingency	
20	<b>AmountofAnnualGrant(Sumoflines2 -19)</b>	
21	Amountoffline20RelatedtoLBPAactivities	
22	Amountoffline20RelatedtoSection504Compliance	
23	Amountoffline20RelatedtoSecurity	
24	Amountoffline20RelatedtoEnergyConservation Measures	

**AnnualStatement**  
**CapitalFundProgram(CFP)PartII:SupportingTable**

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost

**AnnualStatement**  
**CapitalFundProgram(CFP)PartIII:ImplementationSchedule**

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)

Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

**OptionalPublicHousingAssetManagementTable**

See Technical Guidance for instructions on the use of this table, including information to be provided.

[illegible]