

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

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# DRAFT PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2005

The Public Comment Period regarding these plans commences October 22, 2004 at 8:00 a.m. and closes December 14, 2004 at 5:00 p.m. Please send all written comments to:

James L. Hargrove  
Executive Director  
1640B East Second Street  
Austin, TX 78702

A public hearing will be held on December 14, 2004 at 11:00 a.m. at the Central Administration Office located at 1640B East Second Street Austin, TX 78702.

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

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of the City of Austin

**PHA Number:** TX001

**PHA Fiscal Year Beginning:** (04/2005)

**Public Access to Information**

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

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

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

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2005 - 2009**  
[24 CFR Part 903.5]

**A. Mission**

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

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

**The Housing Authority of the City of Austin is a public agency whose business is to:**

- **Ensure that safe, quality affordable housing opportunities exist for families of low income,**
- **Break the poverty cycle by serving as a catalyst for our residents to become economically self-sufficient,**
- **Create meaningful partnerships to maximize available community resources for our residents,**
- **Efficiently and effectively meet federal, state and local mandates.**

**The Housing Authority of the City of Austin will pursue entrepreneurial opportunities to address emerging trends and respond to the challenges of the future.**

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers: **Mainstream, Fair Share & Reallocated 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)

- **Increase the number of new or rehabilitated affordable housing units (Public and Private) by 200 units.**

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

Improve voucher management: (SEMAP score)

Increase customer satisfaction:

Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

Renovate or modernize public housing units:

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling:

Conduct outreach efforts to potential voucher landlords

Increase voucher payment standards

Implement voucher homeownership program:

Implement public housing or other homeownership programs:

Implement public housing site-based waiting lists:

Convert public housing to vouchers:

Other: (list below)

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

PHA Goal: Provide an improved living environment

Objectives:

Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

Implement public housing security improvements:

- **Continue to make security related lighting and fencing improvements.**

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)
  - **Continue the services of Austin Police Department Substation and Goodwill at Rosewood Courts (TX-02)**

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

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)
  - **Increase the motivation of the residents to become self-sufficient.**
  - **Provide FSS escrow accounts for families who have committed to become free of public assistance within 5 years.**
  - **Provide referrals to home buying, credit counseling and job retention services for families who wish to improve their economic status.**
  - **Improve the residents' chances of becoming self-sustaining and successful homeowners.**
  - **Increase by 5%, the number of residents who are employed at self-sustaining wages.**
  - **Increase meaningful partnerships to maximize community resources for our residents.**

**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)**

- **Retain 80% of high quality employees (Those who score all 3's or above on all functional areas of their performance evaluation.)**
- **Improve physical conditions of all properties by establishing and utilizing a preventative maintenance and inspection schedule with emphasis on meeting the Uniform Physical Condition Standards.**
- **Create a safe workplace through continuous enhancement of the agency's safety program.**
- **Promote self-sufficiency and asset development of families and individuals.**
- **Improve school dropout rates among public housing youth by establishing partnerships with local dropout prevention efforts.**

**Annual PHA Plan**  
**PHA Fiscal Year 2005**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

**Required Attachments:**

- Admissions Policy for Deconcentration (**Attachment A**)
- FY 2005 Capital Fund Program Annual Statement (**Attachment H**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- PHA Management Organizational Chart
- FY 2005 Capital Fund Program 5 Year Action Plan (**Attachment H**)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
  - PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan (**Attachment B**)
  - Follow-Up Plan to Resident Assessment Satisfaction Survey (**Attachment C**)
  - Resident Membership on the Governing Board (**Attachment D**)
  - PHA Assessment of Voluntary Conversion of Development to Tenant Based Assistance (**Attachment E**)
  - Acceptance of HUD issued vouchers; Due to Displacement, Relocation and Acquisition (**Attachment F**)
  - Criteria of Substantial Deviation and Significant Amendments(**Attachment G**)
  - 2002, 2003, 2004 CFP Performance and Evaluation Reports

**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.

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	eradication of pest infestation (including cockroach infestation)	
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	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
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) 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)

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component

## 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	31,163	5	5	5	5	3	5
Income >30% but <=50% of AMI	46,277	5	4	4	5	3	3
Income >50% but <80% of AMI	40,427	5	3	3	5	3	3
Elderly	52,297	5	5	3	5	3	3
Families with Disabilities	111,514	5	5	5	5	3	3

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: **2003-04 Action Plan and 2000-2005 Consolidated Plan**
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset **2000 Profile of General Demographic Characteristics**
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</b>					
Waiting list type: (select one)					
<input checked="" type="checkbox"/> Section 8 tenant-based assistance					
<input checked="" type="checkbox"/> Public Housing					
<input type="checkbox"/> Combined Section 8 and Public Housing					
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)					
If used, identify which development/subjurisdiction:					
	# of families		% of total families		Annual Turnover
Waiting list total	<b>PH</b> 3860	<b>HCV</b> 4451	<b>PH</b>	<b>HCV</b>	
Extremely low income <=30% AMI	3701	3728	95.9	83.7	
Very low income (>30% but <=50% AMI)	147	647	3.8	14.5	
Low income (>50% but <80% AMI)	11	73	.2	1.6	
Families with children	1284	3454	32.3	77.6	
Elderly families	82	0	2.1	0	
Families with Disabilities	282	44	7.3	0.9	
White/Hispanic Families	1343	1879	34.8	42.2	
Black/Hispanic Families	20	35	0.5	0.7	
Asian/Hispanic Families	41	63	1.0	1.4	
American Indian /Hispanic Families	0	1	0	0	
White/Non-Hispanic Families	775	543	200	12.1	
Black/Non-Hispanic Families	1625	1892	42.0	42.5	
Asian/Non-Hispanic					

Housing Needs of Families on the Waiting List					
Families	26	6	0.6	0.1	
American Indian /Non-Hispanic Families	30	32	0.7	0.7	
Characteristics by Bedroom Size (Public Housing Only)	Number of Families on Public Housing Waitlist	% of Public Housing Units	Annual Unit Turnover for Public Housing		
0BR	0	3.6	21		
1 BR	2558	39.7	165		
2 BR	1159	31.2	177		
3 BR	129	18.5	103		
4 BR	14	6.2	24		
5 BR	-	.6	3		
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, only for HCV Program					
If yes:					
How long has it been closed (# of months)? 29 months					
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes					
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes					

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

**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: Meeting the requirements directed by the Code of Federal regulations

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

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

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: Meeting the requirements directed by the Code of Federal regulations

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

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

Select all that apply

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

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

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

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2005 grants)</b>		
a) Public Housing Operating Fund	\$6,296,238	
b) Public Housing Capital Fund	\$2,912,800	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
c) HOPE VI Revitalization	-	
d) HOPE VI Demolition	-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$47,258,568	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-	
g) Resident Opportunity and Self-Sufficiency Grants	\$500,000	
h) Community Development Block Grant	-	
i) HOME	-	
Other Federal Grants (list below)		
Section 8 Mod-Rehab SRO	\$275,126	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Public Housing Capital Fund	\$1,200,000	Public Housing (PH) Capital Improvements
Resident Opportunity & Self-Sufficiency	\$200,000	PH Supportive Services
<b>3. Public Housing Dwelling Rental Income</b>	\$2,531,172	PH Operations
<b>4. Other income (list below)</b>		
Interest	\$100,000	PH Operations
Other Income	\$30,000	PH Operations
Section 8 Contract Administration Excess Revenue	\$5,000,000	Other
<b>4. Non-federal sources (list below)</b>		
SHCC Houses	\$100,000	Other
Austin Affordable Housing Corp.	\$500,000	Other
<b>Total resources</b>	<b>\$66,903,904</b>	

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

[24 CFR Part 903.7 9 (c)]

## A. Public Housing

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

### (1) Eligibility

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

- When families are within a certain number of being offered a unit: (between 20-25 on waitlist)
- 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-Family Composition

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

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

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

### (2) Waiting List Organization

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

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

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

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

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

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

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

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

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

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

### **(3) Assignment**

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

- One
- Two
- Three or More

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

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

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

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either

through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

2 Date and Time

Former Federal preferences:

- 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 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  
1 Other preference(s) Elderly/Disabled

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

- The PHA-resident lease  
 The PHA’s Admissions and (Continued) Occupancy policy  
 PHA briefing seminars or written materials  
 Other sources-Brochures, Tenant Handbooks and Tenant Calendars

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

- At an annual reexamination and lease renewal

- Any time family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

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

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

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

Adoption of site-based waiting lists  
If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

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

Other (list policies and developments targeted below)

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

Note-Under the Final rule dated 08/06/02, any development that falls below 30% AMI would not qualify for deconcentration even if they are above the 115% variance range. Therefore, since the 30% AMI (ELI) for a family of one is \$14,950 and the highest average income for Public Housing is \$10,711, none of HACA's Public Housing developments fall under the need for deconcentration.

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

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

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

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

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

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

## **B. Section 8**

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

### **(1) Eligibility**

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

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

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

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

- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other –HACA may provide the owner with the family’s current address and prior addresses as shown on HACA’s current records and the name and addresses if known, of the landlord (s) at the family’s current address and last prior addresses. Such requests must be made in writing.

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

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

### **(3) Search Time**

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

If yes, state circumstances below:

Requests are evaluated on a case-by-case basis and must be made no later than ten (10) days after the expiration of the voucher. A request for an extension must be accompanied by a list of no less than five (5) verifiable contacts made by the family either by telephone or in person to owners or agents and an updated income verification. HACA will review the family and the efforts made by the family during the search. If HACA believes that there is a reasonable possibility that the family can, with additional time, find a suitable unit then an extension may be granted.

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

a. Income targeting

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

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s)  
Elderly/Disabled and Welfare to Work families. Also, in the event of a natural disaster, HACA will accept HUD issued vouchers to those displaced families.

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

3 Date and Time

Former Federal preferences

- 2 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 reprisals or hate crimes  
 Other preference(s)  
1 Welfare to Work Families (when there are available openings)  
2 Elderly/Disabled and Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

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

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

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

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

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

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

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

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

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

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

- Through published notices
- Other-Direct notification given to area agencies and direct mail to the waitlist applicants. Also, this information is available within the Admissions Policy.

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

Minimum of 10% Annual Income, 30% Adjusted Income or Fixed Flat Rent

Family Choice of Rental Payment: PH residents may choose a flat rent or income based rent, a minimum of ten percent (10%) of their annual income or thirty percent (30%) of their adjusted annual income. If a family chooses a flat rent, but the family becomes unable to pay the flat rent during the period for which such selection was made because of financial hardship, as determined by HACA, then HACA will allow the resident to begin paying income based rent on the first (1<sup>st</sup>) day of the month following their proper notification. Residents who choose the flat rent will have their income reviewed every twelve months, coinciding with their annual recertification, at which the family may take another election without showing a financial hardship.

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-Child Support payments up to \$480 annually, per child, by any member of the family for the support and maintenance of any child who does not reside in the household.

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-Flat Rents for all developments

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

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

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

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

f. Rent re-determinations:

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

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

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

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

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

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

- Incorporated within the Section 8 Administrative Plan

## **5. Operations and Management**

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

**HACA is exempt from this portion, as it is a high performing agency.**

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)	N/A	

**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)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

**HACA is exempt from this portion, as it is a high performing agency.**

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

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

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

## **A. Capital Fund Activities**

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

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

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment J - 2005 Annual CFP

-or-

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

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

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

a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund?

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment K - 2005 Annual CFP 5-Year Action Plan

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

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

- Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:  
HACA is reviewing various opportunities to engage in new construction and/or acquisition of existing properties to preserve the current affordable housing stock. HACA is exploring the creation of strategic partnerships and alliances within the Austin's housing industry and weighing the benefits of accessing various financing mechanisms to include Low Income Housing Tax Credits, Issuance of 501(c)3 Revenue Bonds, as well as a variety of public and private resources.

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families

and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

**2. Activity Description**

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: 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: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

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

[24 CFR Part 903.7 9 (j)]

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

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

1.  Yes  No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered

under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

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

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

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

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

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)

<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

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

### 2. Program Description:

#### a. Size of Program

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

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

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

#### b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (1)]

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

**HACA is exempt from this portion, as it is a high performing agency.**

**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 programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

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

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

a. Participation Description

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

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

**C. Welfare Benefit Reductions**

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

- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination

- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

## **COMMUNITY SERVICE AND FAMILY SELF-SUFFICIENCY REQUIREMENTS POLICIES AND PROCEDURES**

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### **ELIGIBILITY FOR COMMUNITY SERVICE REQUIREMENT**

Under the provisions of Section 512 of the Quality Housing and Work Responsibility Act of 1998, every adult resident of public housing shall perform eight hours of community service or eight hours of participation in an economic uplift program each month. Adults who are exempt from the community service requirement are the following:

- a. Adults who are 62 years of age or older;
- b. Adults who are blind or disabled, as defined under section 216(i)(1) or 1614 of the Social Security Act (42 USC 416(i)(1)) and who certify that, because of this disability, they are unable to comply with the service requirement;
- c. Adults who are the primary caretakers of such individuals described above, in section (b);
- d. Adults who are engaged in a work activities (as defined in section 407(d) of the Social Security Act) "Work activities" include:
  - i. unsubsidized employment;
  - ii. subsidized private sector employment;
  - iii. subsidized public sector employment;
  - iv. work experience (including work associated with the refurbishing of publicly assisted housing) if sufficiency private sector employment is not available;
  - v. on-the-job training;
  - vi. job search and job readiness assistance;
  - vii. community service programs;
  - viii. vocational educational training (not to exceed 12 months with respect to any individual);
  - ix. job skills training directly related to employment;
  - x. education directly related to employment, in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency;
  - xi. satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalence, in the case of a recipient who has not completed secondary school or received such a certificate; and
  - xii. the provision of child care services to an individual who is participating in a community service program; and
- e. Adults who are receiving Temporary Assistance to Needy Families (TANF).

## **NOTIFYING RESIDENTS: INITIAL CONTACT**

Prior to September 1, 2003, the date of implementation of the community service requirement, Resident Services Manager will send a letter to all public housing residents. The letter will describe the requirement, including exemptions. It will inform the residents that they will receive more information thirty to sixty days prior to their lease renewal date.

Thirty to sixty days before each resident's lease renewal date after September 1, 2003, they will receive a letter informing them of their exemption status. For those who, because of age, disability, employment or TANF status, are not exempt, the letter will be accompanied by a notification packet.

The notification packet will include:

- a description of the eight-hour monthly community service requirement, including notification that each family's that their community service obligation will begin upon the effective date of their first annual reexamination on or after September 1, 2003. (For families paying flat rent, the obligation begins on the date their annual reexamination would have taken place.);
- eligibility criteria;
- the process of claiming an exempt status and for HACA's verification of such status;
- the consequences of failure to perform the community service requirement.
- name and phone number of the Resident Services Manager, who will be available to provide guidance and assistance;
- a booklet describing a variety of community service opportunities and economic uplift programs in the area, including contact persons and telephone numbers,
- several Community Service Time Cards.

It will be the resident's responsibility to select and enroll in a community service organization or economic uplift program.

Community Development staff will describe the community service requirement during meetings at public housing developments. Residents will be encouraged to fulfill the community service requirement through participation in an economic uplift program, described further below. The Resident Services Manager and Resident Services Specialists will be available to assist residents in locating community service placements.

## **INCLUSION OF COMMUNITY SERVICE REQUIREMENT IN PUBLIC HOUSING LEASE**

For Dwelling Lease Agreements effective September 1, 2003 and after, the community service requirement will be included as a provision of the lease. A family's community service obligation will begin on the effective date of their first annual reexamination on or after September 1, 2003. At this first annual reexamination on or after September 1, 2003, the public housing manager will review the family's exemption status and will collect any required documentation of exemption (see Determination of Exemption, below). If an individual family member is exempt, that family member will provide the required documentation and sign a certification to that effect. The signed certification will be forwarded to the Resident Services Manager. If a family is not exempt, each non-exempt family member will sign a certification that the community service requirement has been described to them and that they understand their obligation. That certification will also be forwarded to the Resident Services Manager.

Approximately sixty days prior to each subsequent reexamination of any family's lease, the manager will be informed of whether members of the family are exempt from, or in compliance with, the community service requirement. For families paying a flat rent, the manager will review compliance approximately thirty to sixty days prior to the date their annual reexamination would have been

effective.

During the annual reexamination, the manager will utilize this compliance information to determine whether the family's lease will be renewed. If any non-exempt member of the family is not in compliance, the manager will request that the family member sign a Compliance Agreement in order to renew the lease. The Compliance Agreement will provide that the resident will make up all community service hours within the next twelve months (and remain in compliance with the current year's requirement). The manager will retain the original agreement and forward a copy to the Resident Services Manager, who will monitor compliance with the agreement.

If, during an annual reexamination, a family member is found to have violated a signed Compliance Agreement, the family's lease will not be renewed unless:

- the noncompliant family member is no longer part of the household OR
- the resident signs another Compliance Agreement to cure such noncompliance over the 12-month term of the new lease. The Housing Authority may not offer an additional Compliance Agreement to any family whose members have not fulfilled at least 50 percent of community service hours under their current Compliance Agreement.

## **DETERMINATION OF EXEMPTION**

The Resident Services Manager, under the supervision of the Director of Community Development, will maintain a database of residents that includes information about their exemption status. Residents who believe that they are exempt from the community service requirement may submit evidence of exemption to their public housing manager and must sign a certification of their exemption. The public housing manager will forward the certification and required documentation to the Resident Services Manager.

Each exemption category requires signed self-certification and any additional documentation, outlined below:

1. Disability – requires
  - Either SSI award letter (if not already verified by HACA) OR written verification from doctor that the resident has a physical or mental impairment that keeps him/her from performing “substantial” work and is expected to last 12 months or result in death;
2. Receipt of TANF assistance – requires written documentation from the Department of Human Services to that effect.
3. Work activities –
  - Employment – if employment already verified by HACA, no additional documentation required. If it is not already verified, requires a signed Employer's Verification Form.
  - Non-employment work activities – require signed verification of participation by an official of the agency providing the program.

Exemption status will be verified at each annual reexamination.

## **DOCUMENTATION AND MONITORING**

Residents who are mandatory community service participants will be informed when they are initially notified of the community service requirements that they must submit a Community Service Time sheet to the Resident Services Manager on a monthly basis. Residents will be provided with postage-paid cards with which to document their community service hours, and blank cards will be kept in each manager's office. The Resident Services Manager will log the hours and file the documentation.

All community service documentation must note the date and time of hours spent performing community service or attending eligible economic uplift programs. An official of the agency or institution where the service was performed or the economic uplift program was attended must sign documentation. Documentation must also include a phone number where participation can be verified.

Residents on the mandatory community service list who are not in compliance with the community service requirement will be sent a letter at least twice annually notifying them of the deficiency and the consequences of noncompliance. A copy of the letter will be forwarded to the public housing manager and placed in the resident's community service file.

## COMPLIANCE DETERMINATION

*Approximately thirty to sixty days prior to a resident's annual reexamination, public housing managers will contact the Resident Services Manager for an update of the family's compliance status. At the time of the annual reexamination, residents who are not in compliance will be notified of the following:*

- *The nature of the noncompliance;*
- *That the family will not have their Dwelling Lease Agreement renewed unless:*
  - *They enter into and fulfill a Compliance Agreement stating that they will make up the delinquent hours within the next 12 months (and fulfill the current year's requirements) OR*
  - *The family provides written assurance that the noncompliant resident no longer resides in the unit;*
- *That the resident may request a grievance hearing on the determination of noncompliance, and that the resident may exercise any available judicial remedy to seek timely redress for HACA's non-renewal of the lease.*

*The original Compliance Agreement will be retained with the Manager, and a copy will be forwarded to the Resident Services Manager. The Resident Services Manager will track the completion of delinquent hours during the year in which the agreement is in effect.*

Any family that is, at the time of the annual reexamination, found not to be in compliance with a Compliance Agreement will not have their Dwelling Lease Agreement renewed unless:

- The noncompliant family member is no longer part of the household OR
- The resident signs another Compliance Agreement to cure such noncompliance over the 12-month term of the new lease. The Housing Authority will not offer an additional Compliance Agreement to any family whose members have not fulfilled at least 50 percent of community service hours under their current Compliance Agreement.

## CONTINUING NOTIFICATION

There are two continuing notification procedures that will be followed to inform residents of the community service requirement on an ongoing basis:

1. When the Resident Services Manager becomes aware that a resident who was previously exempt from the community service requirement is no longer exempt (for example, due to change in age, work status, or TANF status), the Resident Services Manager will send a notification packet to the resident (described under "Notifying Residents: Initial Contact," above). The resident will be placed on the list of mandatory community service participants that the Resident Services Manager will maintain.

Residents who were exempt from the community service requirement due to enrollment in an eligible economic uplift program or in school but who subsequently become mandatory community service participants due to leaving such a program may not immediately come to the attention of the public housing manager or the Community Development staff.

These residents will be informed of their mandatory participation as soon as their status is known to HACA and no later than at the time of their annual reexamination.

2. Each month, the Resident Services Manager will search the CD Database for new residents ages 18-61. The Resident Services Manager will send them a notification packet and will place them on the list of mandatory community service participants. Residents who are exempt from the requirement may bring documentation of exemption to the public housing manager, who will forward the information to the Resident Services Manager for determination and notification.

## **ELIGIBLE COMMUNITY SERVICE AND ECONOMIC UPLIFT PROGRAMS**

In order to meet the community service requirements, residents must participate for at least eight (8) hours per month in a community service program that meets the following criteria:

1. The community service is performed on behalf of a nonprofit or public agency or a duly elected Resident Council (political activity does not count toward community service requirements);
2. The service rendered furthers the mission of that agency; and
3. The hours worked can be verified by an official of that agency.

Alternatively, mandatory community service participants may fulfill all or part of their participation requirement by participating in an economic uplift program that meets the following criteria:

1. Is designed to improve the participant's ability to participate in the workforce;
2. Hours of participation can be verified by an official of the agency providing the program.
3. Has been approved as an eligible economic uplift program by the Economic Development Coordinator.

The following are examples of eligible economic uplift programs:

1. Family Self-Sufficiency Program;
2. Welfare-to-Work Program
3. School or other education such as GED or ESL classes;
4. Vocational training or apprenticeship;
5. Computer or other job training;
6. Life skills or survival skills training;
7. Substance abuse or mental health treatment;
8. Financial or household management.

Because economic uplift programs teach valuable skills that will help residents become self-sufficient, it will be HACA's policy to encourage residents to fulfill the community service requirement by participating in economic uplift programs whenever possible.

## **COMPLIANCE WITH NONDISCRIMINATION AND EQUAL OPPORTUNITY REQUIREMENTS**

The Housing Authority of the City of Austin will comply with all nondiscrimination and equal opportunity requirements, as listed in 24 CFR §5.105(a).

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

[24 CFR Part 903.7 9 (m)]

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

#### **HACA is exempt from this portion, as it is a high performing agency.**

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

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

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

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

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

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

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

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

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

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

### 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

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

# HACA OCCUPANCY MANUAL

## CHAPTER EIGHTEEN. RESIDENT PET POLICY

- I. **General Statement.** Residents of HACA are allowed to own and keep common household pets in their respective units in accordance with the following rules and regulations:
  - A. Prior written HACA approval, evidenced by a signed pet lease addendum, must be obtained prior to a resident owning or keeping a Common Household Pet in the dwelling unit;
  - B. Annual registration of the Common Household Pet by the resident with the City of Austin prior to bringing such authorized pet onto the development premises;
  - C. No more than two common household pets per unit;
  - D. Dogs and cats must not weigh over 30 pounds each when fully grown;
  - E. Birds, rodents and turtles must be caged at all times. Aquariums must not be over ten (10) gallons each;
  - F. Residents must show written proof from a licensed veterinarian of annual rabies, distemper and all other inoculations required by state or local law;
  - G. Dogs and cats are allowed on all floors at Lakeside, Gaston Place, Salina and Northloop;
  - H. Residents must abide by state and local laws governing the owning and keeping of pets;
  - I. Dogs and cats shall remain inside the resident's unit. No animals shall be permitted to be loose in hallways, lobby areas, laundromats, community rooms, yards or other common areas;
  - J. When taken outside the unit, dogs and cats must be kept on a leash and controlled by an adult;
  - K. Residents shall not allow their pet to disturb, interfere or diminish the peaceful enjoyment of other residents. The terms disturb, interfere and diminish shall include, without limitation, barking, urinating in hallways, common areas or doorways, howling, chirping, biting, scratching and other like activities;
  - L. Residents must provide litter boxes for cat waste, which must be kept in the dwelling unit. Residents shall neither allow refuse from litter boxes to accumulate nor to become unsightly or unsanitary;
  - M. Residents are solely responsible for cleaning up pet droppings, if any, outside the unit and/or on the development grounds. Droppings must be disposed of by being placed in a sack and then placed in a HACA container outside the development building;
  - N. Residents shall take adequate precautions and measures necessary to eliminate pet odors within or around the unit and shall maintain the unit in a sanitary condition at all times;

- O. If pets are left unattended for a period of twenty-four (24) hours or more, HACA may enter the dwelling unit, remove the pet and transfer it to the proper authorities. HACA accepts no responsibility for the animal under such circumstances;
  - P. Residents shall not alter their unit, patio or unit area in order to accommodate a pet;
  - Q. Residents are responsible for all damages caused by their pets including, without limitation, the cost of cleaning of carpets or fumigation of units;
  - R. Residents are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without the written permission of HACA;
  - S. Should a resident's pet give birth to a litter, the resident shall within six (6) weeks from birth remove all animals (including the litter and mother) except resident will be allowed to retain two (2) common household pets in the unit as provided herein.
  - T. Residents must identify an alternate custodian in the event of resident illness or other absence from the dwelling unit;
  - U. Pets not owned by a the resident shall not be kept on a temporary basis;
  - V. HACA has the right to require removal of a pet if the pet's conduct or condition is determined in the sole judgment of HACA, to constitute a nuisance or threat to other residents or staff;
  - W. HACA may refuse pet ownership to any resident whom HACA has reason to believe is unable to care for a pet properly;
  - X. Pets are not to be left chained or leashed outside the unit while unattended;
  - Y. Food must be sealed in a container inside the unit;
  - Z. HACA has the right to inspect a resident's unit without prior notice if HACA has reason to suspect the pet is not being cared for or that the resident is unable to properly care for the pet;
  - AA. The resident must be present during a scheduled dwelling unit inspection of a unit occupied by **any and all pets**.
- II. **Common Household Pet.** A Common Household Pet is defined as any domesticated dog, cats, birds, rodents, turtles and fish which are kept in HACA approved aquariums not maintained for commercial purposes.
- III. **Animals that Assist the Handicapped/Disabled.** This Chapter shall not be applied in a manner that would prohibit those individuals regarded as handicapped/disabled from realizing the benefits of housing via a reasonable accommodation of exemption to policy, provided such exemption would not cause an undue administrative burden. Such an exemption must be accompanied by a professional medical opinion attesting to the resident's disability. The documentation shall state the physician's conclusion

that in his/her professional medical opinion, a disability exists which meets HACA's definition of handicapped/disabled.

- IV. **Violations of the Pet Policy.** The violation of one or more of the provisions of this pet policy will be considered a violation of the dwelling lease agreement and may be grounds for the termination of the resident's lease agreement.
  
- V. **Pet Deposit.** There is a mandatory pet deposit **per pet** in the amount of \$50.00. The pet deposit may be used by HACA, in its discretion, to pay for reasonable expenses directly attributable to the presence of the dog or cat to the property including, without limitation, the cost of repairs and replacements to, and fumigations of, the resident's dwelling unit, as well as damage to any public or common areas caused by the pet. In the event that the pet deposit or any part of it is used by HACA to pay for such reasonable expenses, HACA will notify the resident and the resident will be required to replenish the deposit. The resident must pay the entire amount of the pet deposit prior to the execution of the lease and lease addendum.
  
- VI. **Pet Deposit Refund.** HACA shall refund the unused portion of the pet deposit to the resident within a reasonable time, not to exceed thirty (30) days, after the resident moves from the unit or no longer owns or keeps the pet in the dwelling unit.
  
- VII. **Vicious or Dangerous Pets.** Notwithstanding anything to the contrary, Residents are prohibited from owning or keeping in the unit pets which HACA reasonably believes to be dangerous or vicious to other pets, residents or staff including, without limitation, pit bulls, Doberman pinschers, and poisonous reptiles or arachnids.

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

### **HACA is exempt from this portion, as it is a high performing agency.**

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?  
**NOTE: Draft PHA Plans are on display at all PH sites. Final date to receive public comments is December 11, 2004.**
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
  - Attached at Attachment (File name)
  - Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)
  - Considered comments, but determined that no changes to the PHA Plan were necessary.
  - The PHA changed portions of the PHA Plan in response to comments

List changes below:

Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### 3. Description of Resident Election Process

#### a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

#### b. Eligible candidates: (select one)

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

#### c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

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

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

1. Consolidated Plan jurisdiction: FY 2004/2005 Annual Action Plan (City of Austin)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

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

\*City should provide education of accessibility and how to comply with the Fair Housing Act and the American Disability Act (ADA) standards.

\*City should continue the production of affordable housing units in the existing low-income neighborhoods through the Austin Housing Finance Corporation and the Neighborhood Housing and Community Development Office.

\*City should work towards increasing affordable housing in census tracts that currently do not provide affordable housing for low-income citizens.

\*City should work with local employers to design and implement Employer-Assisted Housing Programs.

#### **D. Other Information Required by HUD**

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

## Attachment A

### Deconcentration Policy

## HACA OCCUPANCY MANUAL

### CHAPTER TWO

#### ELIGIBILITY REQUIREMENTS

- I. **General Statement.** All families who are admitted into the Conventional Public Housing Program or the Section 8 Program administered by HACA must be individually determined to be eligible and suitable.
  
- II. **Income Mix and Selection Criteria and Deconcentration.** It is the policy of HACA to utilize mixed-income criteria in the selection of Conventional Public Housing residents. The purpose of utilizing mixed-income criteria is to provide for the deconcentration of poverty and income-mixing by bringing higher income residents into lower income census tracts and lower income tenants into higher income census tracts. This policy shall not be construed to impose or require any specific income or racial quotas for any development or developments.
  
- III. **General Eligibility Requirements.** The following eligibility criteria must be met in order for an applicant to be considered for the Conventional Public Housing Program or the Section 8 Program:
  - A. The applicant must be determined to be a Family;
  
  - B. The applicant must be a United States Citizen or a noncitizen who has eligible immigration status in one of the following categories: (1) lawfully admitted for permanent residence as an immigrant, including special agricultural workers; (2) entered the United States before January 1, 1972 and has maintained continuous residence thereafter, and who is not ineligible for citizenship, but who is deemed to be lawfully admitted for permanent residence as a result of an exercise of discretion by the Attorney General of the United States; (3) lawfully present in the United States pursuant to the granting of asylum (refugee status); (4) lawfully present in the United States as a result of an exercise of discretion by the Attorney General for emergent reasons or reasons

deemed strictly in the public interest (parole status); (5) lawful present in the United States as a result of the Attorney General of the United States withholding of deportation (threat to life or freedom); or (6) lawfully admitted for temporary or permanent residence (amnesty granted under Immigration and Naturalization Action Section 245-A);

- C. **(1) Income Limits:** The applicant family's Annual Income must be within the Income Limits as required by the applicable federal regulations for each program. This restriction applies only at admissions, not for continued occupancy. **(2) Income Targeting Limits:** For each fiscal year, at least seventy-five percent (75%) of families admitted into the assisted housing program and forty percent (40%) of families admitted into the public housing program must have incomes that do not exceed thirty percent (30%) of the area median income. **(3) Fungibility** is allowed as cited in Chapter 7, Section 14. **(4) Tracking** of Income Targeting Limits shall be conducted as cited in Chapter 7, Section 15.
- D. The applicant must not be an owner of a dwelling unit in the Austin area, unless determined to be an elderly family, elderly person, or other person(s) based on a case-by-case assessment. (Conventional Public Housing only).

## Attachment B

### **PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan for 2000-2004**

The Housing Authority of the City of Austin has accomplished the following goals:

#### **Increase the availability of decent, safe and affordable housing.**

- HACA continues to apply for additional vouchers when available:
  - Received in 2002 the following vouchers: (52) Welfare to Work Vouchers
  - (59) Mainstream Vouchers
  - (232) Housing Choice Vouchers
- Applied for additional (50) Mainstream Vouchers in 2003.
- HACA administers (50) Single Room Occupancy (SRO) Mod Rehab Units
- HACA applied for an additional Shelter Plus Care Grant
- HACA has performed due diligence on several apartment complexes within the Austin metropolitan area and purchased two apartment complexes through Austin Affordable Housing Corporation-thus preserving the affordable housing stock in Austin.
- HACA has provided extensive landlord outreach of the HCV program to include distribution of a quarterly newsletter informing participants of the program general guidelines and other information.
- HACA created its own homeownership program in 2004 for both Public Housing and Housing Choice Voucher tenants.

#### **Improve community quality of life and economic vitality**

- HACA continues to monitor the waiting list and ensures deconcentration efforts are being met
- HACA continues to provide security lighting improvements and fencing improvements.
- HACA has provided security access cards to three Elderly/Disabled sites.
- HACA has continued its relationship with the Austin Police Department (APD) by having an APD officer assigned to HACA, as a community liaison. This officer is stationed at the Rosewood Courts Apartments and his office also serves as a police substation.

#### **Promote self-sufficiency and asset development of families and individuals**

- HACA has continued to encourage families to become self-sufficient through the on-site location of the Goodwill Workforce Development Center and a partnership with Business Investment Growth (BIG).

## Attachment C

### **Follow-Up Plan to Resident Assessment Satisfaction Survey**

#### **Communication:**

- The Housing Authority delivers a flyer to all the residents as to when the Capital Fund Program (modernization) public meetings will be held at their developments. The managers explain to the residents when they sign their leases how to address maintenance repairs. Also, a resident calendar has been developed and provided to assist with maintenance questions and procedures.
- There is management at all sites and two district managers are available to address questions and concerns that the residents may have. There are also resident services specialist assigned to different sites that work closely with the resident councils and site partners such as Goodwill, Austin Academy and Huston Tillotson, a historically Black University, to bring services and opportunities that may not otherwise be available. The managers and staff strive for customer service at all times.
- The Housing Authority has many sites with resident councils. Those sites that do not have a resident council do have activities that are brought to the site via the Community Development Department. The resident service specialists actively try to recruit residents to start/join a resident council. The Housing Authority also produces a newsletter to inform the resident of what activities are occurring at their sites.
- To ensure communication, a sampling of completed work orders will be followed-up on for resident satisfaction and thoroughness of the maintenance staff. A “Did You Know” campaign will be implemented to educate residents and staff as to upcoming projects and activities taking place, in addition to statistical data of interest to the residents.

#### **Safety:**

- The Housing Authority hires and schedules off-duty police officers to regularly patrol the developments. The Housing Authority and Austin Police Department have partnered to provide a full-time regular police officer to serve as a liaison between the police department and the Housing Authority in an effort to provide a safer environment and to develop a better communication between the agencies.
- Using a security light study, the Housing Authority has installed additional lighting at all sites. The building lights have been repaired and monitored by the site managers to ensure they are operational and repaired when necessary. In the event that additional security lights are needed, they will be installed.
- The Housing Authority has replaced the door locks at all the sites. It is the policy to repair/change broken door locks within 24 hours of notification. Also, security screens and doors have been installed at all family sites.
- The Housing Authority has implemented the “One Strike and Your Out” policy that is given to the residents at orientation and upon move-in. Managers follow the guidelines set forth in the occupancy policy and lease to ensure the residents follow the rules of the lease agreement.
- Resident councils are encouraged to form resident patrols at the sites and the Apartment Resident on Watch (AROW) program to help the residents become more involved in crime prevention. The police liaison is active in the scheduling of the program at all sites.

#### **Neighborhood Appearance:**

- All of the Housing Authority developments have received modernization through the Capital Fund Program. The exteriors have either had new siding or paint, sidewalks repaired or replaced within the last year. New playground equipment has been installed at many of the sites and parking lot repairs where necessary. All sites have an attractive sign identifying the site and curb appeal is very apparent at all developments.
- All abandoned and unserviceable vehicles are regularly identified and tagged by staff and removed in accordance with city ordinance. The development staffs walk their sites daily and all trash/litter, graffiti and broken glass is removed immediately. Curb appeal is stressed and the sites reflect a manicured attractive place to live and a raise a family.
- For over four years, the Housing Authority has contracted an exterminator to treat all units every two months and to provide more aggressive pest/rodent applications when applicable.
- Vacant units are offered as soon as a notice to vacate is given. The site maintenance prepares the dwelling and ensures the unit is secured and does not pose a problem within the site.

**Attachment D**

**Resident Membership of PHA Governing Board**

<b>Resident PHA Board Member</b>	Rita Wanstrom	Appointed by the Mayor of the City of Austin	Term: 01-16-03 through 12-23-04
<b>Resident Advisory Board</b>	<b>Name</b>	<b>Office</b>	<b>Site</b>
<b>Citywide Advisory Board</b>	Rita Wanstrom	President	Lakeside
	Cindy Grozier	Vice-President	Rosewood
	P.J. Quolas	Secretary	Thurmond Heights
<b>Lakeside Resident Council</b>	Rita Wanstrom	President	Lakeside
	Earl Cornwell	Vice-President	Lakeside
	Darlene Simpson	Treasurer	Lakeside
	Hazel Mayfield	Secretary	Lakeside
	Elizabeth Atha	Board Member	Lakeside
<b>Northloop Resident Council</b>	Ava Hughes	President	Northloop
	Gary Osbirn	Vice-President	Northloop
	Marilyn Signs	Treasurer	Northloop
	Freida Horton	Secretary	Northloop
	Gertrude Herndon	Board Member	Northloop
<b>Gaston Place Resident Council</b>	Deborah Locklear	President	Gaston Place
	Karen Hanley	Vice-President	Gaston Place
	Vacant	Treasurer	Gaston Place
	Vacant	Secretary	Gaston Place
<b>Meadowbrook Resident Council</b>	Sandra Eason	President	Meadowbrook
	Sonia Valdez	Treasurer/Secretary	Meadowbrook
	Rosita Diaz	Board Member	Meadowbrook
	Jessica Remmey	Board Member	Meadowbrook
<b>Thurmond Heights Resident Council</b>	P.J. Quolas	President	Thurmond Heights
	Manuel Ancira	Vice-President	Thurmond Heights
	Hortencia Alaniz	Treasurer	Thurmond Heights
	Angela Ancira	Secretary	Thurmond Heights
<b>Rosewood/Salina Resident Council</b>	Cindy Grozier	President	Rosewood
	J. B. Brannan	Vice-President	Rosewood
	Margaret Weibel	Treasurer	Rosewood
	Alma Rangel	Secretary	Rosewood
	Lillie Johnson	Board Member	Rosewood
	Amelia Garcia	Board Member	Rosewood
<b>Bouldin Oaks</b>	Linda Leal	President	Bouldin
	Leslie Balancier	Vice-President	Bouldin
	Irene Hernandez	Treasurer/Secretary	Bouldin
	Martin Bermudez	Board Member	Bouldin
	Clair Glasper	Board Member	Bouldin

<b>Coronado Hills Resident Council</b>	Vanessa Arredondo	President	Coronado Hills
	Frances Ybarra	Vice-President	Coronado Hills
	Beverly Parker	Treasurer	Coronado Hills
	Eunice Jackson	Secretary	Coronado Hills
	Monica Puentes	Board Member	Coronado Hills
	Barbara Hunter	Board Member	Coronado Hills
<b>Rio Lado Resident Council</b>	Linda Salazar	President	Rio Lado
	Posada Margie	Vice-President	Rio Lado
	Regina Alexander	Treasurer	Rio Lado
	Nohemi Arevalo	Secretary	Rio Lado
	Louis Dossat	Board Member	Rio Lado
	Maria Gonzales	Board Member	Rio Lado
<b>Booker T. Washington Resident Council</b>	Benny Heyward	President	Booker T. Washington
	Vacant	Vice-President	Booker T. Washington
	Barbara Bergstresse	Treasurer	Booker T. Washington
	Deborah Hernandez	Secretary	Booker T. Washington
<b>Chalmers Courts Resident Council</b>	Clarence Hardeman	President	Chalmers Courts
	Sherita Brown	Vice-President	Chalmers Courts
	Vacant	Treasurer	Chalmers Courts
	Jacqueline Ward	Secretary	Chalmers Courts
	Epifania Salazar	Board Member	Chalmers Courts
	James Griffin	Board Member	Chalmers Courts
<b>Salina Advisory Board</b>	Samuel Willoby	President	Salina
	Ruth Dotson	Vice-President	Salina
	Rosa Steward	Treasurer	Salina
	Estella Chandler	Secretary	Salina
	Hertha Glenn	Asst. Secretary	Salina
<b>Santa Rita Resident Council</b>	Lourdes Cordoza	President	Santa Rita
	Vacant	Vice-President	Santa Rita
	Latara Clark	Treasurer	Santa Rita
	Vacant	Secretary	Santa Rita
	Brenda Hernandez	Board Member	Santa Rita
	Martha Ramos	Board Member	Santa Rita

**Attachment E**

**PHA Assessment of Voluntary Conversion  
of Developments to Tenant Based Assistance**

- 1.) How many of the PHA's developments are subject to the Required Initial Assessments? **16**
- 2.) How many of the PHA's development are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **4**
- 3.) 3.) How many assessments were conducted for the PHA's covered developments?  
**A total of 16 assessments conducted, one assessment per development subject to the Initial Assessment Requirement.**
- 4.) Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessment:

Project #	Development	Unit Count	Occup. Percent	PHAS Score	Mod Needs	Operating Cost	FMR Levels	Conversion Yes/No
TX001001/01A	Chalmers Courts	158	100%	92c/97b*	Normal	Normal	High	No
TX001002/02A	Rosewood Courts	123	98%	88b/90b	Normal	Normal	High	No
TX001003/06	Santa Rita Courts	97	95%	82B/85B	Normal	Normal	High	No
Tx001004	Meadowbrook	160	96%	93a	Normal	Normal	High	No
Tx001005/25	Booker T. Washington	216	97%	93b*/87b*	Normal	Normal	High	No
Tx001007	Lakeside Apartments	164	99%	85a	Elderly Site-Conversion assessment not applicable			
TX001008	Salina	32	100%	88b	Elderly Site-Conversion assessment not applicable			
Tx001009	Gaston Place	100	98%	99b	Elderly Site-Conversion assessment not applicable			
TX0010010	Bouldin Oaks	144	99%	99c*	Normal	Normal	High	No
TX0010011	Thurmond Heights	144	99%	96b	Normal	Normal	High	No
TX0010012	Georgian Manor	94	95%	88b	Normal	Normal	High	No
TX0010013	Goodrich Place	40	100%	99a	Normal	Normal	High	No
TX0010015	Northloop Apartments	130	96%	99a	Elderly Site-Conversion assessment not applicable			
TX0010016	Northgate West	50	100%	93b	Normal	Normal	High	No
TX0010017	Shadowbend Ridge	50	100%	93b*	Normal	Normal	High	No
TX0010018	Manchaca II	33	97%	95b	Normal	Normal	High	No
TX0010019	Manchaca Village	33	100%	85b	Normal	Normal	High	No
TX0010020	Rio Lado Apartments	90	96%	76b	Normal	Normal	High	No
TX0010022	Coronado Hills	48	100%	85b	Normal	Normal	High	No
TX0010027	Scattered Sites	22	95%	85c	Normal	Normal	High	No

Mod. Cost "Normal"-All modernization needs are being met. No major construction or repairs are required or planned for the next several years.

Operating Cost "Normal"-Properties are in good repair and the operating costs are within the industry standard.

FMR Levels "High"-Fair Market Rent in Austin is significantly higher than most of the rest of the State and average rent payment to landlords in our Housing Voucher program is close to 110% of the FMR.

PHA NAME: HOUSING AUTHORITY OF THE CITY OF AUSTIN  
PHA NUMBER: TX001

## REQUIRED VOLUNTARY CONVERSION CERTIFICATION

I certify that on behalf of The Housing Authority of the City of Austin that we have reviewed each covered development's operations as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that conversion of the development may be inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

James L. Hargrove, Executive Director  
Signature

Dated: November 20, 2001

Attachment F

**Acceptance of HUD issued vouchers;  
Due to Displacement, Relocation and Acquisition**

**The Housing Authority of the City of Austin (HACA) will accept any vouchers issued by the U. S. Department of HUD to a displaced person who has moved from a real property, permanently, as a direct result of acquisition, rehabilitation or demolition.**

**HACA will also accept any vouchers issued by the U. S. Department of HUD to a displaced person who has moved from a real property, permanently, as a direct result of a natural disaster.**

## **Criteria of Substantial Deviation and Significant Amendments**

HUD statute, PIH Notice 99-51, requires that public housing authorities explain “substantial deviations” from the 5-Year Plan in their Annual Plans. The statute also provides that, while public housing authorities may change or modify their plans or policies described in them, any “significant amendment or modification” to the plan would require public housing authorities to submit a revised PHA Plan that has met full public process requirements. The following circumstances will constitute a modification to this agency’s PHA plan:

**\*changes to rent or admissions policies or organization of the waiting list;**

**\*additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund in the amount of 10% or more of the annual grant;**

**\*and any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.**

## Attachment H Table Library

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

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

Capital Fund Grant Number TX59-P001-50105 FFY of Grant Approval: (04/2005)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	\$312,500
4	1410 Administration	\$250,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$100,000
8	1440 Site Acquisition	
9	1450 Site Improvement	\$345,000
10	1460 Dwelling Structures	\$1,501,472
11	1465.1 Dwelling Equipment-Nonexpendable	\$95,000
12	1470 Nondwelling Structures	\$40,000
13	1475 Nondwelling Equipment	\$60,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	\$10,000
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$2,713,972</b>
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	\$250,000
23	Amount of line 20 Related to Security	\$175,000
24	Amount of line 20 Related to Energy Conservation Measures	\$250,000

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories <u>FFY 2005</u>	Development Account Number	Total Estimated Cost
HA	Operating Administration Management Improvements Management Information System Enhance Management Operations Enhance P & D Operations Enhance Maintenance Operations Resident Initiatives Security & Drug Elimination Fees & Costs	1406 1410 1408       1430	250,000   100,000 15,000 12,500 10,000 100,000 75,000 100,000
HA Wide	Tree Trimming/Removal/Planting, Stump Removal & Beautification Efforts Sidewalk Repairs & Improvements Parking Area & Drive Improvements ADA Improvements (Reasonable Accommodations) Fire Protection/Suppression & Hydrant Testing ADA Improvements (Reasonable Accommodations) HVAC Services Appliances HVAC Services Relocation Costs	1450 1450 1450 1450 1450 1460 1465 1465 1475 1495	75,000 10,000 10,000 5,000 15,000 5,000 15,000 80,000 10,000 10,000
Non-Dwelling Structures	Admin Office Renovation Needs	1470	25,000
Non-Dwelling Equipment	Equipment & Vehicles	1475	50,000
TX-1 Chalmers	Community Room Improvements Site Security Lighting Replacements (Phase II) Gas Line Pressure Tests Parking Lot Repairs	1470 1450 1460 1450	15,000 50,000 15,000 10,000
TX-2 Rosewood	Parking Lot Repairs	1450	10,000
TX-3 Santa Rita	Playground Improvements	1450	50,000

TX-4 Meadowbrook	Kitchen & Bath Renovations (Phase II)	1460	350,000
	Site Security Lighting Improvements	1450	20,000
	Landscaping Improvements	1450	25,000
TX-5 BTW	Exterior Repairs, Siding & Painting (Phase III)	1460	350,000
TX-7 Lakeside	Kitchen & Bath Renovations (Phase II)	1460	50,000
	Lobby & Community Room Improvements	1460	25,000
TX-8 Salina	Interior Renovations (Phase III)	1460	175,000
TX-9 Gaston Place	Kitchen & Bath Renovations (Phase II)	1460	200,000
Tx-10 Bouldin Oaks	Erosion & Drainage Improvements	1450	5,000
	Site Security Improvements	1450	10,000
TX-11 Thurmond Heights	Site Security Improvements	1450	10,000
TX-12 Georgian	Replace and Relocate Mailboxes	1450	15,000
TX-13 Goodrich		1450	
TX-15 North Loop	HVAC Improvements	1460	75,000
TX-16 Northgate	Playground Improvements	1450	5,000
TX-17 Shadowbend	Fencing	1450	20,000
TX-18 Manchaca II	HVAC Replacements	1460	130,972
TX-19 Manchaca Village	HVAC Replacements**	1460	
TX-20 Rio Lado	Interior Renovations Kitchen & Baths (Phase II)	1460	100,000
TX-22 Coronado Hills			
TX-27 Scattered Sites	Roof Replacements (3)	1460	7,500
	Interior Renovations	1460	10,000
	Exterior Paint	1460	8,000
<b>TOTAL</b>			<b>2,713,972</b>
<b>TOTAL</b>	<b>Estimate of Needs for 2005</b>		<b>2,713,972</b>

**Annual Statement  
 Capital Fund Program (CFP) Part III: Implementation Schedule  
 TX59-P001-50105**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
1406	09/07/2007	09/07/2009
1408	09/07/2007	09/07/2009
1410	09/07/2007	09/07/2009
1430	09/07/2007	09/07/2009
1450	09/07/2007	09/07/2009
1460	09/07/2007	09/07/2009
1465	09/07/2007	09/07/2009
1470	09/07/2007	09/07/2009
1475	09/07/2007	09/07/2009
1495	09/07/2007	09/07/2009

# Attachment I

## 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 year. 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
	HA		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total of FFY 2005</b>		<b>662,500</b>	
Operations			2006,2007,2008,2009
Administration		250,000	2006,2007,2008,2009
Management Improvements			
MIS		100,000	2006,(75k/2007,75k/2008,75k/2009)
Enhance P & D		12,500	2006,2007,2008,2009
Enhance Management Operations		15,000	2006,2007,2008,2009
Enhance Maintenance Operations		10,000	2006,2007,2008,2009
Security & Drug Elimination		75,000	2006,2007,2008,2009
Resident Initiatives		100,000	2006,2007,2008,2009
Fees & Costs		100,000	2006,2007,2008,2009
<b>Total estimated cost over next 5 years</b>		<b>3,212,500</b>	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
	HA Wide		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total of FFY 2005</b>		<b>225,000</b>	
HA Wide Equipment & Vehicles		75,000	2006,2007,2008,2009
Tree Trimming, Removal & New Tree Planting		75,000	2006,2007,2008,2009
Sidewalk Repairs & Improvements		10,000	2006,2007,2008,2009
Parking Area and Drive Improvements		10,000	2006,2007,2008,2009
ADA Improvements		10,000	2006,2007,2008,2009
Fire Protection & Annual Hydrant Testing		15,000	2006,2007,2008,2009
Appliances		80,000	2006,2007,2008,2009
Relocation Costs		10,000	2006,2007,2008,2009
<b>Total estimated cost over next 5 years</b>		<b>1,550,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX1-01	CHALMERS COURTS		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>90,000</b>	
Erosion, Drainage & Landscaping		50,000	<b>FFY 2006</b>
Playground Improvements		15,000	<b>FFY 2007</b>
Water Heater Replacements		25,000	<b>FFY 2007</b>
<b>Total estimated cost over next 5 years</b>		<b>180,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX1-02</b>	<b>ROSEWOOD COURTS</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>10,000</b>	
Common Area Improvements		25,000	FFY 2006
Erosion & Drainage Improvements		25,000	FFY 2006
Playground Improvements		40,000	FFY 2006
Exterior Repairs & Paint		150,000	FFY 2007
Parking Lot Repairs		30,000	FFY 2007
<b>Total estimated cost over next 5 years</b>		<b>280,000</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
TX1-03	SANTA RITA COURTS			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>			<b>50,000</b>	
Stucco & Paint Water Heater Closets			50,000	FFY 2006
Community Center Upgrades			25,000	FFY 2006
Replace & Relocate Mailboxes			10,000	FFY 2007
Parking & Drive Improvements			50,000	FFY 2007
Erosion, Drainage & Landscaping			25,000	FFY 2007
Parking & Drive Improvements			50,000	FFY 2008
Site Security Lighting Improvements			50,000	FFY 2008
<b>Total estimated cost over next 5 years</b>			<b>310,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX1-04	MEADOWBROOK		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>395,000</b>	
Site Security Lighting Improvements		25,000	FFY 2006
Interior Renovations (Phase III)		350,000	FFY 2006
Daycare Improvements		25,000	FFY 2007
Parking and Drive Improvements		100,000	FFY 2007
Landscaping		75,000	FFY 2008
FLC Improvements		50,000	FFY 2009
<b>Total estimated cost over next 5 years</b>		<b>1,020,000</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
<b>TX1-05</b>	<b>Booker T. Washington</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>			<b>350,000</b>	
Siding Replacements & exterior Paint (Phase IV)			275,000	FFY 2006
Retaining Walls (Phase II)			50,000	FFY 2007
Interior Renovations (Phase I)			200,000	FFY 2008
Interior Renovations (Phase II)			500,000	FFY 2009
Air Conditioning (Phase I)			250,000	FFY 2009
<b>Total estimated cost over next 5 years</b>			<b>1,625,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX1-07</b>	<b>LAKESIDE</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>395,000</b>	
Screen Door Replacements		35,000	FFY 2006
Kitchen & Bath Renovations (Phase II)		75,000	FFY 2006
Parking Lot Improvements		30,000	FFY 2007
Window Coverings		20,000	FFY 2007
Common Area Improvements		25,000	FFY 2007
AC Replacements		50,000	FFY 2008
Common Area Improvements		25,000	FFY 2009
<b>Total estimated cost over next 5 years</b>		<b>335,000</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
TX1-08	SALINA			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>			<b>175,000</b>	
Interior Renovations (Phase IV)			50,000	FFY 2006
Interior Renovations (Phase V)			100,000	FFY 2007
Interior Renovations (Phase VI)			175,000	FFY 2008
Roof Replacement			50,000	FFY 2009
<b>Total estimated cost over next 5 years</b>			<b>550,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX1-09</b>	<b>GASTON PLACE</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>200,000</b>	
Walkways & Railings		75,000	FFY 2006
Common Area Improvements		15,000	FFY 2006
Flooring Replacements		25,000	FFY 2007
Community Room & Kitchen Improvements		25,000	FFY 2007
Security Improvements		25,000	FFY 2008
Individual Electric Meters		25,000	FFY 2009
<b>Total estimated cost over next 5 years</b>		<b>390,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX1-10</b>	<b>Bouldin Oaks</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>15,000</b>	
Playground Improvements		10,000	FFY 2006
Sidewalk Improvements		5,000	FFY 2006
Roof Replacements		200,000	FFY 2007
Fencing		30,000	FFY 2008
Interior Renovations (Phase I)		250,000	FFY 2008
Exterior Lighting Improvements		25,000	FFY 2008
Exterior Lighting Improvements		25,000	FFY 2009
<b>Total estimated cost over next 5 years</b>		<b>560,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX1-11</b>	<b>THURMOND HEIGHTS</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>10,000</b>	
Community & Management Bldg. Renovations (Phase I)		25,000	FFY 2006
Interior Renovations (Phase I)		191,472	FFY 2007
Interior Renovations (Phase II)		366,472	FFY 2008
Roof Replacements		200,000	FFY 2009
HVAC Replacements (Phase I)		150,000	FFY 2009
<b>Total estimated cost over next 5 years</b>		<b>924,944</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX1-12	GEORGIAN MANOR		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>15,000</b>	
Fencing		50,000	FFY 2006
Security Improvements		50,000	FFY 2007
Fencing		25,000	FFY 2008
<b>Total estimated cost over next 5 years</b>		<b>140,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX1-13</b>	<b>GOODRICH</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>0</b>	
Guttering & Drainage		26,472	FFY 2006
Fencing		25,000	FFY 2006
Parking & Driveway Improvements		15,000	FFY 2007
Foundation Repairs		25,000	FFY 2007
HVAC Replacements		125,000	FFY 2007
<b>Total estimated cost over next 5 years</b>		<b>216,472</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX1-15</b>	<b>NORTH LOOP</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>75,000</b>	
Clean Window/Screens		25,000	FFY 2006
Common Area Improvements		25,000	FFY 2006
Flooring Replacements		25,000	FFY 2007
Interior Renovations (Phase I)		135,000	FFY 2008
Flooring Replacements		25,000	FFY 2008
HVAC Replacements		25,000	FFY 2009
<b>Total estimated cost over next 5 years</b>		<b>335,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX1-16</b>	<b>NORTHGATE</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>5,000</b>	
Common Area Improvements (Benches, Refuse Cans)		15,000	FFY 2006
HVAC Replacements (Phase I)		70,000	FFY 2006
Water Heater Replacements		10,000	FFY 2007
HVAC Replacements (Phase II)		70,000	FFY 2007
<b>Total estimated cost over next 5 years</b>		<b>170,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX1-17	SHADOWBEND RIDGE		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>20,000</b>	
Fencing		20,000	FFY 2006
Playground Improvements		5,000	FFY 2007
HVAC Replacements (Phase I)		50,000	FFY 2007
Water Heater Replacements		15,000	FFY 2007
HVAC Replacements (Phase II)		50,000	FFY 2008
<b>Total estimated cost over next 5 years</b>		<b>160,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX1-18	MANCHACA II		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>130,972</b>	
Water Heater Replacements		25,000	FFY 2006
Playground Improvements		5,000	FFY 2006
Roof Replacements		75,000	FFY 2007
<b>Total estimated cost over next 5 years</b>		<b>235,972</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX1-19	MANCHACA VILLAGE		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>0</b>	
Exterior Repairs & Paint		50,000	FFY 2006
HVAC Replacements (Phase I)		005,000	FFY 2006
Erosion & Flooding Controls		10,000	FFY 2007
Water Heater Replacements		15,000	FFY 2007
HVAC Replacements		50,000	FFY 2008
Roof Replacements		50,000	FFY 2008
Common Area Improvements		15,000	FFY 2009
<b>Total estimated cost over next 5 years</b>		<b>240,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX1-20</b>	<b>RIO LADO</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>100,000</b>	
Interior Renovations (Phase III)		175,000	FFY 2006
Interior Renovations (Phase IV)		100,000	FFY 2007
Playground Improvements		50,000	FFY 2008
HVAC Replacements		221,472	FFY 2009
<b>Total estimated cost over next 5 years</b>		<b>646,472</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
TX1-22	CORONADO HILLS			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>			<b>0</b>	
Interior Renovations (Phase I)			75,000	FFY 2007
Fencing			50,000	FFY 2008
Interior Renovations (Phase II)			75,000	FFY 2009
Parking & Drive Improvements			25,000	FFY 2009
<b>Total estimated cost over next 5 years</b>			225,000	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX1-27	SCATTERED SITES		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total of FFY 2005</b>		<b>25,500</b>	
Interior Renovations		25,000	FFY 2006
HVAC Replacements		35,000	FFY 2007
Interior Renovations		25,000	FFY 2007
Exterior Paint		25,000	FFY 2009
<b>Total estimated cost over next 5 years</b>		<b>135,500</b>	