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

PHA Plans for the Housing Authority of the City of Mineral Wells

5 Year Plan for Fiscal Years 2002 - 2006
Annual Plan for Fiscal Year 2002

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

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

PHA Plan
Agency Identification

PHA Name: *Housing Authority of the City of Mineral Wells*

PHA Number: *TX298*

PHA Fiscal Year Beginning: (mm/yyyy) *10/2002*

Public Access to Information

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

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

Display Locations for PHA Plans and Supporting Documents

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

Main administrative office of the PHA
PHA development management offices
PHA local offices
Main administrative office of the local government
Main administrative office of the County government
Main administrative office of the State government
Public library
PHA website
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 2002- 2006
[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: (state mission here)

The Housing Authority's mission is to serve the needs of low-income, very low-income and extremely low-income families in the PHA's jurisdiction and to (1) increase the availability of decent, safe, **sanitary** *and affordable housing in its communities; (2) ensure equal opportunity in housing; (3) promote self-sufficiency and asset development of families and individuals; and (4) improve community quality of life and economic viability* **by improving the housing conditions as well as social, educational, and economic aspects which affect the overall living conditions of the low-income families in our community.**
Progress Statement*: During FY 2001, the Housing Agency was successful in achieving the goals listed in its mission statement. The PHA replaced approximately 200 ft of damaged sidewalks and approximately 200 ft. of damaged sewer lines. In addition, the PHA installed four (4) additional security lights. These activities will continue on an on-going basis.*

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: ***When NOFA's are published***
Reduce public housing vacancies:
Leverage private or other public funds to create additional housing opportunities:
Acquire or build units or developments
Other (list below)

Progress Statement*: During FY 2001, the did not apply for additional rental voucher. However, the PHA was able to increase voucher utilization through effective outreach and communication with property owners.*

PHA Goal: Improve the quality of assisted housing
Objectives:

Improve public housing management: (PHAS score)
Strive to attain High Performer status
Improve voucher management: (SEMAP score)
Maintain passing SEMAP score
Increase customer satisfaction: ***On-going***
Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) ***On-going training of staff and commissioners on rules and regulations.***
Renovate or modernize public housing units:
Demolish or dispose of obsolete public housing:
Provide replacement public housing:
Provide replacement vouchers:
Other: (list below)

Progress Statement*: During FY 2001, the PHA was successful in achieving a standard performer designation from HUD. The PHA was also successful in achieving its goal to provide Commissioners training. The PHA Commissioners received some HUD training on the Rules and Regulations.*

PHA Goal: Increase assisted housing choices
Objectives:

Provide voucher mobility counseling: ***With each new participant at briefing and with each current participant at unit transfer.***
Conduct outreach efforts to potential voucher landlords, ***as needed.***
Increase voucher payment standards, ***annually, as needed.***
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)

Progress Statement*: During FY 2001, the PHA was successful and achieving this goal and will continue on an on-going basis.*

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: ***The PHA has previously installed lighting and additional fencing in 1992.***
Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
Other: (list below)

Progress Statement*: During FY 2001, the PHA installed four additional security lights. The PHA continues to work with the local police and the sheriff's department to monitor and report criminal activities on PHA site.*

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) ***The PHA will refer residents to the appropriate agencies when asked for assistance.***

Progress Statement: *During FY 2001, the PHA was successful and achieving this goal and will continue on an on-going basis.*

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: ***On-going***
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: ***On-going***
Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: ***On-going***
Other: (list below)

Progress Statement: *During FY 2001, the PHA was successful and achieving this goal and will continue on an on-going basis.*

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:
High Performing PHA
Small Agency (<250 Public Housing Units)
Administering Section 8 Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Housing Authority of the City of Mineral Wells has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The purpose of the Annual Plan is to provide a framework for local accountability and an easily identifiable source by which public housing residents, participants in the tenant-based assistance program and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.

The Mission Statement and the Goals and Objectives were based on information contained in our jurisdiction's Consolidated Plan and will assure that our residents will receive the best customer service.

Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Admissions and Occupancy Policy and Section 8 Administrative Plan are the two primary policies on display. These important documents cover the public housing tenant selection and assignment plan, outreach services, PHA's responsibility to Section 8 owners/landlords, grievance procedures, etc.

The most important challenges to be met by the Housing Authority of the City of Mineral Wells during FY 2002 include:

- *Preserve and improve the public housing stock through the Capital Funds activities.*

■ Involve the public housing residents and the Section 8 participants through the Annual Plan Resident Advisory Board.

■ *Train staff and commissioners to fully understand and take advantage of opportunities in the new law and regulations to better serve our residents and the community; and*

■ *Identify, develop and leverage services to enable low-income families to become self-sufficient.*

In closing, this Annual PHA Plan exemplifies the commitment of the Housing Authority of the City of Mineral Wells to meet the housing needs of the full range of low-income residents. The Housing Authority of the City of Mineral Wells, in partnership with agencies from all levels of government, the business community, non-profit community groups, and residents will use this plan as a road map to reach the "higher quality of life" destination for the City of Mineral Wells.

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 ***TX298a02***

FY 2002 Capital Fund Program Annual Statement ***TX298b02***

Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Other (List below, providing each attachment name)

- *Substantial Deviation and Significant Amendment or Modification* T***X298d02***
- *Deconcentration and Income Mixing – **TX298e02***
- *Pet Ownership Policy (families) **TX298f02***
- *Pet Ownership Policy (elderly/disabled) **TX298g02***
- *Resident Member on PHA Board of Governing Body **TX298h02***
- *Membership of Resident Advisory Board or Boards **TX298i02***
- *Progress Statement **TX298j02***
- *Initial Voluntary Conversion Assessment **TX298k02***
- *RAS FollowUp Plan **TX298l02***

Optional Attachments:

PHA Management Organizational Chart ***TX298m02***

FY 2002 Capital Fund Program 5 Year Action Plan ***TX298c02***

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)

- *Summary of Policy or Program Changes for the Upcoming Year **TX298n02***
- *1999 Performance and Evaluation Reports – **TX298o02***
- *2000 Performance and Evaluation Reports – **TX298p02***
- *2001 Performance and Evaluation Reports – **TX298q02***

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

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

X	Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	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
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	*492*	*5*	*5*	*5*	*5*	*5*	*5*
Income >30% but <=50% of AMI	*408*	*4*	*4*	*4*	*4*	*4*	*4*
Income >50% but <80% of AMI	*537*	*4*	*4*	*4*	*4*	*4*	*4*
Elderly	*349*	*4*	*4*	*4*	*4*	*4*	*4*
Families with Disabilities	*	*	*	*	*	*	*
Caucasian	*797*	*4*	*4*	*4*	*4*	*4*	*4*
African/American	*59*	*5*	*5*	*5*	*5*	*5*	*5*
Hispanic	*88*	*5*	*5*	*5*	*5*	*5*	*5*
Other							

**** No data available***

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:
U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset ***Palo Pinto***
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.

Housing Needs of Families on the Waiting List

Waiting list type: (select one)
Section 8 tenant-based assistance
Public Housing
Combined Section 8 and Public Housing
Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	*142*		*100%*
Extremely low income <=30% AMI	*91*	*64%*	
Very low income (>30% but <=50% AMI)	*40*	*28%*	
Low income (>50% but <80% AMI)	*11*	*8%*	
Families with children	*129%*	*91%*	
Elderly families	*11*	*8%*	
Families with Disabilities	*2*	*1%*	
Caucasian	*128*	*90%*	
African/American	*13*	*9%*	
American Indian Alaskan Native	*1*	*1%*	
Asian Pacific Islander	*N/A*	*N/A*	
Hispanic	*111*	*78%*	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	*31*	*22%*	*2*
2 BR	*69*	*49%*	*16*
3 BR	*35*	*25%*	*5*
4 BR	*7*	*5%*	*2*
5 BR	*N/A*	*N/A*	*N/A*
5+ BR	*N/A*	*N/A*	*N/A*

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one) Section 8 tenant-based assistance Public Housing Combined Section 8 and Public Housing Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	*169*		*100%*
Extremely low income <=30% AMI	*104*	*62%*	
Very low income (>30% but <=50% AMI)	*65*	*38%*	
Low income (>50% but <80% AMI)	*0*	*0%*	
Families with children	*148*	*88%*	
Elderly families	*20*	*12%*	
Families with Disabilities	*1*	*1%*	
Caucasian	*154*	*91%*	
African American	*14*	*8%*	
American Indian Alaskan Native	*0*	*0*	
Asian Pacific Islander	*1*	*1%*	
Hispanic	*33*	*20%*	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	*N/A*	*N/A*	*N/A*
2 BR	*N/A*	*N/A*	*N/A*
3 BR	*N/A*	*N/A*	*N/A*
4 BR	*N/A*	*N/A*	*N/A*
5 BR	*N/A*	*N/A*	*N/A*
5+ BR	*N/A*	*N/A*	*N/A*
Is the waiting list closed (select one)? No Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? No Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes			

C. Strategy for Addressing Needs

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

(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 – n/a
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 50% of AMI – n/a
Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly: - n/a
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: (list below)

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.

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2002 grants)**		
a) Public Housing Operating Fund	*121,238.00*	
b) Public Housing Capital Fund	*120,016.00*	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	*782,108.00*	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2000 CFP	*13,664.00*	*Public housing capital improvements*
2001 CFP	*129,157.00*	*Public housing capital improvements*
Sub-total	***1,166,183.00***	
3. Public Housing Dwelling Rental Income	*107,539.00*	*Public housing operations*
4. Other income (list below)	*6,512.00*	*Public housing operations*
Interest on general funds investments 3,812.00		
Excess utilities 2,000.00		
Mowing and repairs 700.00		
4. Non-federal sources (list below)		
Sub-total	***114,051.00***	
Total resources	***1,280,234.00***	

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: (state number)
When families are within a certain time of being offered a unit: (state time)
Other: (describe) ***At time application is submitted.***

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

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

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

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

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

(2)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**

The PHA does not operate site-based waiting lists

1. How many site-based waiting lists will the PHA operate in the coming year?**0**

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)? **n/a**
   If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously **n/a**

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)? **n/a**
   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: **n/a**

(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: **n/a**
   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) **n/a**

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

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

1 Date and Time

Former Federal preferences: **n/a**

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) **n/a**

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

(see attachment TX298e01)

(1) Eligibility

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

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

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

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

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

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

Criminal or drug-related activity
Other (describe below) ***Resident mailing address (last known to PHA).***
Current and former landlord(s) name and mailing address.

(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: ***Must be requested in writing and with proof of effort.***

(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 **n/a**

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) **n/a**

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

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

1 Date and Time

Former Federal preferences **n/a**

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) **n/a**

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

Other preference(s) (list below)

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) **n/a**

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 (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below**: n/a**

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

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

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

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

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

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

For household heads

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

e. Ceiling rents

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

Yes for all developments
Yes but only for some developments
No

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

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

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

Market comparability study
Fair market rents (FMR)
95th 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?

(2) Flat Rents *(being updated)*

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.) *n/a*
   - 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 below100% 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) **n/a**
   - 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) **n/a**
   - FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
   - Reflects market or submarket
   - To increase housing options for families
   - Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)
   - Annually
   - Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
   - Success rates of assisted families
   - Rent burdens of assisted families
   - Other (list below)

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

An organization chart showing the PHA's management structure and organization is attached. ***TX298m02***

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.)

Program Name	**Units or Families Served at Year Beginning**	**Expected Turnover**
Public Housing	*60*	*32*
Section 8 Vouchers	*256*	*58*
Section 8 Certificates		
Section 8 Mod Rehab	*0*	*0*
Special Purpose Section 8 Certificates/Vouchers (list individually)	*0*	*0*
Public Housing Drug Elimination Program (PHDEP)	*0*	*0*
Other Federal Programs(list individually)	*0*	*0*

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)

- ***Work Order System***
- ***Pest Eradication Policy***
- ***Maintenance Plan***
- ***Uniform Inspection System***
- ***Admissions and Occupancy Policy***
- ***Fair Housing Policy***
- ***Grievance Procedures***
- ***Tenant Selection and Assignment Plan***
- ***Handicapped Policy***
- ***Termination and Eviction***
- ***Transfer and Transfer Waiting List***
- ***Resident Initiative***
- ***Section 3 Plan***
- ***Pet Policy for Families***
- ***Pet Policy for Elderly***
- ***Procurement Policy***
- ***Personnel Policy***

(2) Section 8 Management: (list below)

- ***Section 8 Administrative Plan***
- ***SEMAP Procedures***

6. **PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

   If yes, list additions to federal requirements below: ***n/a***

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: ***n/a***

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 (state name) ***TX298b02***

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name ***TX298c02***

-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)

- 1999 *Performance and Evaluation Report TX298o02*
- *2000 Performance and Evaluation Report TX298p02*
- *2001 Performance and Evaluation Report TX298q02*

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: ***n/a***
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:

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 n/a

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

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition Disposition
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) Part of the development 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 n/a
Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]
Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

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

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

2. Activity Description n/a

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

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

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

See attachment TX298k02

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 n/a

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description: n/a

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 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 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 – n/a

(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 – n/a

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
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 – n/a

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

   Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies

   Informing residents of new policy on admission and reexamination

   Actively notifying residents of new policy at times in addition to admission and reexamination.

   Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services

   Establishing a protocol for exchange of information with all appropriate TANF agencies

   Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

2. What information or data did the PHA used 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)

PHA has only one development

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 ***(fences, shrubs,)***
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)

PHA has only one development

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 – ***provide extra patrolling; provide incident reports to PHA***
Other activities (list below)
- ***Police regularly meet with the PHA Executive Director***

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

D. Additional information as required by PHDEP/PHDEP Plan *no longer required*

PHAs eligible for FY 2001 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 2001 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)]

Pet Ownership Policy (family) – attachment TX298f02
Pet Ownership Policy (elderly/disabled) – attachment TX298g02

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? *(FYE2000) (changed)*
3. Yes No: Were there any findings as the result of that audit? *(changed)*
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? n/a *(all have been resolved)*
5. Yes No: Have responses to any unresolved findings been submitted to HUD? **n/a**
If not, when are they due (state below)?

17. PHA Asset Management – *not required*

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
   Not applicable
   Private management
   Development-based accounting
   Comprehensive stock assessment
   Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one) ***n/a***
   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) ***Received no comments from RAB.***

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) **n/a**
   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) **n/a**
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) **n/a**
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: (provide name here) ***State of Texas***

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)

- ***Reduce vacancies in Public Housing***
- ***Expand the Voucher Program***
- ***Modernize units***

Other: (list below)

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

- ***To preserve and rehabilitate the City's existing housing stock primarily for extremely low, very low and low-income families (0-80 percent of median income).***
- ***To expand economic opportunities in the community particularly for lower income residents.***
- ***To continue to encourage and support non-profit organizations in seeking additional funding sources and assist them in obtaining such funding whenever possible.***

D. Other Information Required by HUD

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

Attachments

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

PHA Plan
Table Library

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

Annual Statement ***(See Attachment TX298b02)***
Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

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

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
(See Attachment TX298c02)		
Total estimated cost over next 5 years		

Optional Public Housing Asset Management Table

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

Public Housing Asset Management	
Development Identification	**Activity Description**
Name, Number, and Location Number and Type of units Capital Fund Program Parts II and III *Component 7a* Development Activities *Component 7b* Demolition / disposition *Component 8* Designated housing *Component 9* Conversion *Component 10* Home- ownership *Component 11a* Other (describe) *Component 17*	

Attachment:TX298a02

DECONCENTRATION AND INCOME TARGETING POLICY FOR THE HOUSING AUTHORITY OF THE CITY OF MINERAL WELLS, TEXAS

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DECONCENTRATION AND INCOME TARGETING POLICY

(of the Public Housing Admissions and Occupancy Policy)

Sub-Title A, Section 513 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), establishes two interrelated requirements for implementation by Public Housing Authorities: (1) Economic Deconcentration of public housing developments and (2) Income Targeting to assure that families in the "extremely low" income category are proportionately represented in public housing and that pockets of poverty are reduced or eliminated. In order to implement these new requirements the PHA must promote these provisions as policies and revise their Admission and Occupancy policies and procedures to comply.

Therefore, the Housing Authority of the City of Mineral Wells, Texas (PHA) hereby affirms its commitment to implementation of the two requirements by adopting the following policies:

A. Economic Deconcentration:

Admission and Occupancy policies are revised to include the PHA's policy of promoting economic deconcentration. Implementation of this program may require the PHA to determine the median income of residents in each development, determine the average income of residents in all developments, compute the Established Income Range (EIR), determine developments outside the EIR, and provide adequate explanations and/or policies as needed to promote economic deconcentration.

Implementation may include one or more of the following options:

–Skipping families on the waiting list based on income;
–Establishing preferences for working families;
–Establish preferences for families in job training programs;
–Establish preferences for families in education or training programs;
–Marketing campaign geared toward targeting income groups for specific developments;
–Additional supportive services;
–Additional amenities for all units;
–Ceiling rents;
–Flat rents for developments and unit sizes;
–Different tenant rent percentages per development;
–Different tenant rent percentages per bedroom size;
–Saturday and evening office hours;
–Security Deposit waivers;
–Revised transfer policies;
–Site-based waiting lists;

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–Mass Media advertising/Public service announcements; and
–Giveaways.

B.Income Targeting

As public housing dwelling units become available for occupancy, responsible PHA employees will offer units to applicants on the waiting list. In accordance with the Quality Housing and Work Responsibility Act of 1998, the PHA encourages occupancy of its developments by a broad range of families with incomes up to eighty percent (80%) of the median income for the jurisdiction in which the PHA operates. Depending on the availability of applicants with proper demographics, at a minimum, 40% of all new admissions to public housing **on an annual basis** may be families with incomes at or below thirty percent (30%) (extremely low-income) of the area median income. The offer of assistance will be made without discrimination because of race, color, religion, sex, national origin, age, handicap or familial status.

In order to implement the income targeting program, the following policy is adopted:

- The PHA may select, based on date and time of application and preferences, two (2) families in the extremely low-income category and two (2) families from the lower/very low-income category alternately until the forty percent (40%) admission requirement of extremely low-income families is achieved (2 plus 2 policy).

- After the minimum level is reached, all selections may be made based solely on date, time and preferences. Any applicants passed over as a result of implementing this 2 plus 2 policy will retain their place on the waiting list and will be offered a unit in order of their placement on the waiting list.

- To the maximum extent possible, the offers will also be made to effect the PHA's policy of economic deconcentration.

- The PHA reserves the option, at any time, to reduce the targeting requirement for public housing by no more than ten percent (10%), if it increases the target figure for its Section 8 program from the required level of seventy-five percent (75%) of annual new admissions to no more than eighty-five percent (85%) of its annual new admissions. (Optional for PHAs with both Section 8 and Public Housing programs)

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ROGRAM TABLES START HERE

Annual Statement /Performance and Evaluation Report
Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:	Grant Type and Number:	Federal FY of Gra
ority of the City of Mineral Wells	Capital Fund Program No: TX21P29850102	2002
	Replacement Housing Factor Grant No:	

■ **Original Annual Statement** ☐ **Reserved for Disasters/Emergencies** ☐ **Revised Annual Statement/Revision Number** _____

☐ **Performance and Evaluation Report for Program Year Ending** ☐ **Final Performance and Evaluation Report for Program Year Ending**_____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expe
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements				
4	1410 Administration	3,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	12,187.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	########			
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	**Amount of Annual Grant (sums of lines 2-20)**	######			
22	Amount of line 21 Related to LBP Activities				

nt:

nded

23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

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

PHA Name:	Grant Type and Number:	Federal FY of Gra
ority of the City of Mineral Wells	Capital Fund Program No: **TX21P29850102**	**2002**
	Replacement Housing Factor Grant No:	

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TX298 HA – Wide								
	Provide funds for sundry items	1410		3,000.00				
	Subtotal 1410			**3,000.00**				
	Hire an architect/engineer to prepare	1430		10,187.00				
	drawings & specifications/Fees for							
	consortium/Annual Update Agency Plan							
	Provide funds for reproduction of dra	1430		2,000.00				
	Subtotal 1430			**12,187.00**				
	TOTAL HA - WIDE			**15,187.00**				
TX298-001	Replace rotted exterior siding on all	1460		35,744.00				
	Replace Existing flooring all units inc	1460		21,049.00				
	baseboards							

nt:

	Replace gas check meters with new c	1460		23,230.00				
	Replace central heaing unitswith A/C	1460	15 units	24,806.00				
	Subtotal 1460	1460		**104,829.00**				
	TOTAL 001			**104,829.00**				
	TOTAL			**$120,016.00**				

Capital Fund Program Tables

Page __

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

PHA Name:	**Grant Type and Number:**	**Federal FY of Gra**
ority of the City of Mineral Wells	Capital Fund Program No: **TX21P29850102** Replacement Housing Factor Grant No:	**2002**

Development Number Name/HA-Wide Activities	Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TX298 HA - Wide	9/30/2004			#######			
TX298-001	9/30/2004			#######			

__3__

nt:

Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name:
ousing Authority of the City of Mineral Wells

■ Original ☐ Revision No. _____

Development Number/Name/HA-Wide	Year 1 2002	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006
TX298 - HA Wide	Annual	15,187.00	15,187.00	15,187.00	15,187.00
TX298-001	Statement	104,829.00	104,829.00	104,829.00	104,829.00
CFP Funds Listed for		**$120,016.00**	**$120,016.00**	**$120,016.00**	**$120,016.00**
5-Year planning					
Replacement Housing					
Factor Funds					

Housing Authority of the City of Mineral Wells

Attachment: TX298d02

A. Substantial Deviation from the 5-Year Plan:

- Any change to the Mission Statement;
- 50% deletion from or addition to the goals and objectives as a whole; and
- 50% or more decrease in the quantifiable measurement of any individual goal or objective.

B. Significant Amendment or Modification to the Annual Plan:

- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the Capital Fund Program Annual Statement;
- Any change in a policy or procedure that requires a regulatory 30-day posting;
- Any submission to HUD that requires a separate notification to residents, such as Hope VI, Public Housing Conversion, Demolition/Disposition, Designated Housing or Homeownership programs; and
- Any change inconsistent with the local, approved Consolidated Plan.

Housing Authority of the City of Mineral Wells
Attachment: ***TX298e02***

Component 3, (6) Deconcentration and Income Mixing

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

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

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)((iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

Attachment: TX298f02

PET OWNERSHIP POLICY
(FAMILY)
FOR
THE HOUSING AUTHORITY OF THE CITY OF MINERAL WELLS, TEXAS

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PET OWNERSHIP POLICY

OVERVIEW

Section 526 of the Quality Housing and Work Responsibility Act of 1998 added a new Section 31 ("Pet Ownership in Public Housing") to the United States Housing Act of 1937. Section 31 establishes pet ownership requirements for residents of public housing other than Federally assisted rental housing for the elderly or persons with disabilities. In brief, this section states that: A resident of a dwelling unit in public housing may own one (1) or more common household pets or have such pets present in the dwelling unit. Allowance of pets is subject to reasonable requirements of the PHA. A proposed rule to implement Section 31 was published in the June 23, 1999, Federal Register. On July 10, 2000, a final rule incorporating comments received, was published in the Federal Register. This policy reflects the final rule requirements.

The Housing Authority of the City of Mineral Wells, Texas (herein referred to as PHA) will notify eligible new and current residents of their right to own pets subject to the PHA's rules and will provide them copies of the PHA's Pet Ownership Rules. To obtain permission, pet owners must agree to abide by those Rules.

In consulting with residents currently living in the PHA's developments, the PHA will develop appropriate pet ownership rules, include those rules in their Agency Plan and notify all such residents that:

A. all residents are permitted to own and keep common domesticated household pets, such as a cat, dog, bird, and fish, in their dwelling units, in accordance with PHA pet ownership rules;

B. a non-refundable nominal pet fee of $ -0- will be charged and is intended to cover the reasonable operating costs to the development directly attributable to a pet or pets in the unit (i.e., fumigation of a unit). A refundable pet deposit of $ 200.00 will be assessed and is intended to cover additional costs not otherwise covered which are directly attributable to the pet's presence (i.e., damages to the unit, yard, fumigation of a unit, etc.);

C. animals that are used to assist the disabled are excluded from the size, weight, type and non-refundable fee requirements pertaining to ownership of service animals; however, they will be required to assure that proper licensing, inoculations, leash restraints, etc. in accordance with State or local law are observed;

D. residents may request a copy of the PHA's pet ownership rules or proposed amendments to the rules at any time; and,

E. if the dwelling lease of a resident prohibits pet ownership, the resident may request that the lease be amended to permit pet ownership, in accordance with the PHA's pet ownership rules shown below;

F. Section 31 does not alter, in any way, the regulations applicable to Federally assisted housing for the elderly and persons with disabilities found at Section 227 of the Housing and Urban-Rural Recovery Act of 1983 and located in 24 CFR part 5, subpart C;

G. **New Section 960.705 of 24 CFR clarifies that the regulations added in Section 31 do not apply to service animals that assist persons with disabilities. This exclusion applies to both service animals that reside in public housing and service animals that visit PHA developments. Nothing in this rule limits or impairs the rights of persons with disabilities, authorizes PHAs to limit or impair the rights of persons with disabilities, or affects any authority PHAs may have to regulate service animals that assist persons with disabilities.**

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HOUSING AUTHORITY OF THE CITY OF MINERAL WELLS

Pet Ownership Rules for Families

1. Common household pet means a domesticated cat, dog, bird, gerbil, hamster, Guinea pig and fish in aquariums. Reptiles of any kind, with the exception of small turtles or lizards in a terrarium, as well as mice and rats are prohibited. These definitions do not include any wild animal, bird of prey, dangerous fish, snakes, spiders or other insects, or any farm animals.

2. Each household shall have only one pet (except fish or birds). The limit for birds is two (2).

3. The pet owner shall have only a small cat or a dog. The animal's weight shall not exceed *twenty (20) pounds*. The animal's height shall not exceed *fifteen (15) inches*. Such limitations do not apply to a ***service animal*** used to assist a disabled resident.

4. Pet owners shall license their pets (if required by state or local law) yearly with the City of Mineral Wells, Texas or as required. The pet owner must show the PHA proof of rabies and distemper booster inoculations and licensing annually.

5. No pet owner shall keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.

6. The pet owner shall have his or her cat or dog spayed or neutered and shall pay the cost thereof. A veterinarian shall verify that the spaying or neutering has been accomplished.

7. The pet owner shall house the pet inside the pet owner's dwelling unit. The pet owner shall keep a cat or a dog on a leash and shall control the animal when it is taken out of the dwelling unit for any purpose. The owner of a bird(s) shall confine them to a cage at all times. No pet owner shall allow his or her pet to be unleashed or loose outside the pet owner's dwelling unit.

8. No pet shall be permitted in any common area except as necessary to directly enter and exit the building. This restriction is not applicable to service animals.

9. No pet (other than birds or fish) shall be permitted to remain in an apartment overnight while the resident is away.

10. Management shall furnish to the household a pet sticker if the pet is a dog or cat which must be displayed on the front entrance door of the unit.

11. Resident shall provide the PHA a color photograph of the pet(s).

12. All dogs and cats shall wear a collar at all times. Attached to the collar shall be an ID tag listing the pet owner's name and address.

13. Any resident having a dog or cat shall obtain some type of "scooper" to clean up after the pet outdoors. The resident is responsible for placing all waste in sealed plastic bags and disposing of such material in a trash container.

14. Resident is required to take whatever action necessary to insure that their pet does not bring any fleas or ticks into the building. This may include, but is not limited to, the use of flea collars and flea powder. The resident is responsible for the cost of flea/tick extermination.

15. No resident shall keep, raise, train, breed or maintain any pet of any kind at any location, either inside or outside the dwelling unit, for any commercial purpose.

16. No pet owner shall keep a vicious or intimidating pet on the premises (i.e. pit bulls or any other vicious or intimidating breeds). Any animal identified in local or State law or ordinance as dangerous or vicious will be prohibited. If the pet owner declines, delays or refuses to remove such a pet from the premises, the PHA shall do so, in order to safeguard the health and welfare of other residents.

17. No pet owner shall permit his or her pet to disturb, interfere or diminish the peaceful enjoyment of the pet owner's neighbors or other residents. The terms "disturb, interfere or diminish" shall include but not be limited to barking, howling, biting, scratching, chirping and other activities of a disturbing nature. If the pet owner declines, delays or refuses to remove the pet from the premises, the PHA shall do so.

18. The owner of a cat shall feed the animal at least once per day; provide a litter box inside the dwelling unit; clean the litter box at least every two (2) days; and take the animal to a veterinarian at least once per year. The pet owner shall not permit refuse from the litter box to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.

19. The owner of a dog shall feed the animal at least once per day; take the animal for a walk at least twice per day; remove the animals droppings at least twice per day; and take the animal to a veterinarian at least once per year. The pet owner shall not permit dog droppings to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.

20. The pet owner shall take the precautions and measures necessary to eliminate pet odors within and around the dwelling unit, and shall maintain the dwelling unit in

a sanitary condition at all times, as determined by the PHA.

21. The pet owner shall keep the pet, dwelling unit, and surrounding areas free of fleas, ticks and/or other vermin.

22. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.

23. Resident agrees that the PHA shall have the right to remove any pet should the pet become vicious, display symptoms of severe illness or demonstrate other behavior that constitutes an immediate threat to the health or safety of the tenancy as a whole. If the PHA requests that the resident remove the pet from the premises and resident refuses to do so, or if the PHA is unable to contact the resident to make the request, the PHA may take such actions as deemed necessary, e.g. placing the pet in a facility that will provide the pet with care and shelter at the expense of the pet owner for a period not to exceed thirty (30) days. PHA staff shall enter a dwelling unit where a pet has been left untended for twenty-four (24) hours, remove the pet and transfer it to the proper local authorities, subject to any provisions of State or local law or ordinances in this regard. The PHA shall accept no responsibility for the pet under such circumstances.

24. Each pet owner shall pay a non-refundable pet fee of $ -0- and a refundable pet deposit of $ 200.00 . A refundable deposit of $ -0- will be charged for aquariums. There is no pet deposit for birds, gerbils, hamsters, guinea pigs or turtles. The pet fee/deposit is not part of the rent payable by the pet owner, and is in addition to any other financial obligation generally imposed on residents of the development where the pet owner lives. The PHA shall use the non-refundable pet fee only to pay reasonable expenses directly attributable to the presence of the pet in the development, including, but not limited to the cost of repairs and replacements to, and the fumigation of, the pet owner's dwelling unit. The refundable deposit will be used, if appropriate, to correct damages directly attributable to the presence of the pet.

25 The refundable pet deposit will be placed in an escrow account and the PHA will refund the unused portion to the resident within thirty (30) days after the pet owner moves from the dwelling unit or no longer owns or keeps a pet in the dwelling unit.
Should State or local law require that the pet deposit be placed in an interest bearing account, the PHA will provide for such deposit and will account for all interest individually by pet owner family. Should the State or local law not specifically address the issue of pet deposit interest, the PHA shall determine payment or non- payment of interest based on State or local law with respect to rental security deposit requirements.

26. All residents are prohibited from feeding, housing or caring for stray animals or birds. Such action shall constitute having a pet without permission of the PHA.

27. Each pet owner shall identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care for his or her pet, the alternate custodian shall assume responsibility for the care and keeping of the pet, including, if necessary, the removal of the pet from PHA premises.

28. Should any pet housed in the PHA's facilities give birth to a litter, the residents shall remove from the premises all of said pets except one as soon as the baby's are able to survive on their own (a maximum of 6 weeks).

29. Pet Violation Procedures: Resident agrees to comply with the following:

    a. Notice of Pet Rule Violation: If the PHA determines on the basis of objective facts, supported by written statements, that a pet owner has violated a rule governing the keeping of pets, the PHA will serve a notice to the owner of pet rule violation. The notice of pet rule violation will be in writing and will:

        (1) Contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated.

        (2) State that the pet owner has ten (10) days from the effective date of service of the notice to correct the violation (including in appropriate circumstances, removal of the pet) or to make a written request for a meeting to discuss the violation.

        (3) State that the pet owner is entitled to be accompanied by another person of his or her choice at the meeting.

        (4) State that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to have the pet removed and/or terminate the pet owner's lease or both.

    b. Pet Rule Violation Meeting: If the pet owner makes a request, within five (5) days of the notice of pet rule violation, for a meeting to discuss the alleged violation, the PHA will establish a mutually agreeable time and place for the meeting within fifteen (15) days from the effective date of service of the notice of pet rule violation. At the pet rule violation meeting, the pet owner and PHA shall discuss any alleged pet rule violation and attempt to correct it. The PHA, may as a result of the meeting, give the pet owner additional time to correct the violation.

    c. Notice for Pet Removal: If the PHA determines that the pet owner has failed to correct the pet rule violation within the time permitted by Paragraph b. of this section (including any additional time permitted by the PHA), or if the parties are unable to resolve the problem, the PHA may

serve a notice to the pet owner requiring the pet owner to remove the pet. The notice will be in writing and will:

(1) Contain a brief statement of the factual basis for the determination and the pet rule or rules that has been violated.

(2) State that the pet owner must remove the pet within ten (10) days of the effective date of the notice of pet removal (or the meeting, if notice is served at the meeting).

(3) State that failure to remove the pet may result in initiation of the procedures to have the pet removed or terminate the pet owner's lease or both.

d. The procedure does not apply in cases where the pet in question presents an immediate threat to the health, safe, of others or if the pet is being treated in an inhumane manner. In such cases paragraph 24 shall apply.

30. The PHA will not be responsible for any pet which gets out of a unit when maintenance employees enter for the purpose of making repairs. The family is responsible for removing the pet when maintenance is scheduled or assuring that a responsible family member is present to control the pet.

31. If a resident, including a pet owner, breaches any of the rules set forth above, the PHA may revoke the pet permit and evict the resident or pet owner.

AGREEMENT FOR CARE OF PET

In accordance with the Pet Ownership Policy of the Housing Authority of the City of Mineral Wells, Texas and the Addendum to the Residential Dwelling Lease Agreement dated _____ between:

THE HOUSING AUTHORITY OF THE CITY OF MINERAL WELLS, TEXAS
200 NE 27th Street
Mineral Wells, Texas 76068

AND,

_____ (Resident's Name)

_____ (Resident's Address)

I hereby agree that should _____ become incapable of caring for _____ a _____
(Name of Pet) (Type of Pet)
for any reason whatsoever, I will assume full responsibility for removal of the pet from the premises and for the care and well being of the animal.

Further, the pet shall not be permitted to return to the premises until approval is given by the Housing Authority of the City of Mineral Wells, Texas.

A copy of the Addendum to the Residential Dwelling Lease Agreement is attached.

_____
Signature

Sworn and subscribed before
me this _____ day of
_____, _____.

_____
Notary of Public

My Commission Expires:

_____

PET POLICY ADDENDUM

I have read and understand the above pet ownership rules and agree to abide by them.

_____ _____
Resident's Signature PHA Staff member's Signature

_____ _____
Date Date

_____
Type of Animal and Breed

_____
Name of Pet

_____
Description of Pet (color, size, weight, sex, etc.)

The alternate custodian for my pet is:

Custodian's first, middle and last name; post office box; street address; zip code; area telephone code and telephone number:

_____

_____ _____
Resident's Signature Date

Refundable Damage Deposit _____ _____
Amount Paid Date

Non-refundable Damage Deposit _____ _____
Amount Paid Date

Attachment: TX298g02

PET OWNERSHIP
(ELDERLY/DISABLED RESIDENTS)
FOR
THE HOUSING AUTHORITY OF THE CITY OF MINERAL WELLS, TEXAS

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PET OWNERSHIP POLICY

Housing Authority residents who reside in developments specifically designated for elderly and/or disabled are permitted to own and keep pets in their dwelling units. The Housing Authority of the City of Mineral Wells, Texas (herein referred to as PHA) will notifies eligible new and current residents of that right and provides them copies of the PHA's Pet Ownership Rules. To obtain permission, pet owners must agree to abide by those Rules.

In consulting with residents currently living in the PHA's developments for the elderly or disabled, the PHA will notify all such residents that:

A. elderly or disabled residents are permitted to own and keep common domesticated household pets, such as a cat, dog, bird, and fish, in their dwelling units, in accordance with PHA pet ownership rules;

B. animals that are used to assist the disabled are excluded from the size, weight, and type requirements pertaining to ownership of service animals; however, they will be required to assure that proper licensing, inoculations, leash restraints, etc. in accordance with State or local law are observed;

C. residents may request a copy of the PHA's pet ownership rules or proposed amendments to the rules at any time; and,

D. if the dwelling lease of an elderly or disabled resident prohibits pet ownership, the resident may request that the lease be amended to permit pet ownership, in accordance with the PHA's pet ownership rules shown below.

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HOUSING AUTHORITY OF THE CITY OF MINERAL WELLS, TEXAS

Pet Ownership Rules for Elderly/Disabled Residents

1. Common household pet means a domesticated cat, dog, bird, gerbil, hamster, Guinea pig and fish in aquariums. Reptiles of any kind, with the exception of small turtles or lizards in a terrarium, as well as mice and rats are prohibited. These definitions do not include any wild animal, bird of prey, dangerous fish, snakes, spiders or other insects, or any farm animals.

2. Each household shall have only one pet (except fish or birds). The limit for birds is two (2).

3. The pet owner shall have only a small cat or a dog. The animal's weight shall not exceed *twenty (20) pounds*. The animal's height shall not exceed *fifteen (15) inches*. Such limitations do not apply to a *service animal* used to assist a disabled resident.

4. Pet owners shall license their pets (if required by state or local law) yearly with the City of Mineral Wells, Texas or as required. The pet owner must show the PHA proof of rabies and distemper booster inoculations and licensing annually.

5. No pet owner shall keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.

6. The pet owner shall have his or her cat or dog spayed or neutered and shall pay the cost thereof. A veterinarian shall verify that the spaying or neutering has been accomplished. If the animal is less than six (6) months old, resident must agree to have the appropriate procedures performed when the animal reaches the age of six (6) months. Exceptions to this requirement shall be granted only upon certification from a veterinarian that permanent harm may result from this procedure due to the pet’s age or illness.

7. The pet owner shall house the pet inside the pet owner's dwelling unit. The pet owner shall keep a cat or a dog on a leash and shall control the animal when it is taken out of the dwelling unit for any purpose. The owner of a bird(s) shall confine them to a cage at all times. No pet owner shall allow his or her pet to be unleashed or loose outside the pet owner's dwelling unit.

8. No pet shall be permitted in any common area except as necessary to directly enter and exit the building. This restriction is not applicable to service animals.

9. No pet (other than birds or fish) shall be permitted to remain in an apartment overnight while the resident is away.

(6/6/02)

10. Management shall furnish to the household a pet sticker if the pet is a dog or cat which must be displayed on the front entrance door of the unit.

11. Resident shall provide the PHA a color photograph of the pet(s).

12. All dogs and cats shall wear a collar at all times. Attached to the collar shall be an ID tag listing the pet owner's name and address.

13. Any resident having a dog or cat shall obtain some type of "scooper" to clean up after the pet outdoors. The resident is responsible for placing all waste in sealed plastic bags and disposing of such material in a trash container.

14. Resident is required to take whatever action necessary to insure that their pet does not bring any fleas or ticks into the building. This may include, but is not limited to, the use of flea collars and flea powder. The resident is responsible for the cost of flea/tick extermination.

15. No resident shall keep, raise, train, breed or maintain any pet of any kind at any location, either inside or outside the dwelling unit, for any commercial purpose.

16. No pet owner shall keep a vicious or intimidating pet on the premises (i.e. pit bulls or any other vicious or intimidating breeds). Any animal identified in local or State law or ordinance as dangerous or vicious will be prohibited. If the pet owner declines, delays or refuses to remove the pet from the premises, the PHA shall do so, in order to safeguard the health and welfare of other residents.

17. No pet owner shall permit his or her pet to disturb, interfere or diminish the peaceful enjoyment of the pet owner's neighbors or other residents. The terms "disturb, interfere or diminish" shall include but not be limited to barking, howling, biting, scratching, chirping and other activities of a disturbing nature. If the pet owner declines, delays or refuses to remove the pet from the premises, the PHA shall do so.

18. The owner of a cat shall feed the animal at least once per day; provide a litter box inside the dwelling unit; clean the litter box at least every two (2) days; and take the animal to a veterinarian at least once per year. The pet owner shall not permit refuse from the litter box to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.

19. The owner of a dog shall feed the animal at least once per day; take the animal for a walk at least twice per day; remove the animals droppings at least twice per day; and take the animal to a veterinarian at least once per year. The pet owner shall not permit dog droppings to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.

20. The pet owner shall take the precautions and measures necessary to eliminate pet odors within and around the dwelling unit, and shall maintain the dwelling unit in a sanitary condition at all times, as determined by the PHA.

21. The pet owner shall keep the pet, dwelling unit, and surrounding areas free of fleas, ticks and/or other vermin.

22. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.

23. Resident agrees that the PHA shall have the right to remove any pet should the pet become vicious, display symptoms of severe illness or demonstrate other behavior that constitutes an immediate threat to the health or safety of the tenancy as a whole. If the PHA requests that the resident remove the pet from the premises and resident refuses to do so, or if the PHA is unable to contact the resident to make the request, the PHA may take such actions as deemed necessary, e.g. placing the pet in a facility that will provide the pet with care and shelter at the expense of the pet owner for a period not to exceed thirty (30) days. PHA staff shall enter a dwelling unit where a pet has been left untended for twenty-four (24) hours, remove the pet and transfer it to the proper local authorities, subject to any provisions of State or local law or ordinances in this regard. The PHA shall accept no responsibility for the pet under such circumstances.

24. Each pet owner shall pay a refundable pet deposit of $ 200.00 . The PHA may wave the requirement for a security deposit for a service animal as a reasonable accommodation. There is no pet deposit for fish, birds, gerbils, hamsters, guinea pigs or turtles. The pet deposit is not part of the rent payable by the pet owner, and is in addition to any other financial obligation generally imposed on residents of the development where the pet owner lives. The PHA shall use the pet deposit only to pay reasonable expenses directly attributable to the presence of the pet in the development, including but not limited to: the cost of repairs and replacements to from damages, and the fumigation of the pet owner's dwelling unit.

25. The refundable pet deposit will be placed in an escrow account and the PHA will refund the unused portion to the pet owner within thirty (30) days after the pet owner moves from the dwelling unit or no longer owns or keeps a pet in the dwelling unit.
Should State or local law require that the pet deposit be placed in an interest bearing account, the PHA will provide for such deposit and will account for all interest individually by pet owner family. Should the State or local law not specifically address the issue of pet deposit interest, the PHA shall determine payment or non- payment of interest based on State or local law with respect to rental security deposit requirements.

26. All residents, including the elderly and disabled, are prohibited from feeding,

housing or caring for stray animals or birds. Such action shall constitute having a pet without permission of the PHA.

27. Each pet owner shall identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care for his or her pet, the alternate custodian shall assume responsibility for the care and keeping of the pet, including, if necessary, the removal of the pet from PHA premises.

28. Should any pet housed in the PHA's facilities give birth to a litter, the residents shall remove from the premises all of said pets except one as soon as the baby's are able to survive on their own (a maximum of 6 weeks).

29. The PHA will not be responsible for any pet which gets out of a unit when maintenance employees enter for the purpose of making repairs. The family is responsible for removing the pet when maintenance is scheduled or assuring that a responsible family member is present to control the pet.

30. If a resident, including a pet owner, breaches any of the rules set forth above, the PHA may revoke the pet permit and evict the resident or pet owner.

31. If the pet's health is threatened because of resident's inability to care for the pet due to illness, absence from the unit, or because of mistreatment of the pet, the PHA will notify the responsible person listed in the Pet Policy Addendum. If the individual is either unwilling or unable to care for the pet, or if the PHA is unable to contact the responsible part, the PHA will palce the pet in a shelter for a maximum of thirty (30) days. If no responsible part is found, state or local authorities will be contacted.

32. The resident shall be responsible for arranging for burial or other disposal, off the premises, of pets in the event of the death of the pet.

33. The resident agrees to assume all personal financial responsibility for damages to any personal or PHA property caused by the pet and assumes personal responsibility for personal injury to any party caused by the pet.

34. Pet Violation Procedures: Resident agrees to comply with the following:

    a. Notice of Pet Rule Violation: If the PHA determines on the basis of objective facts, supported by written statements, that a pet owner has violated a rule governing the keeping of pets, the PHA will serve a notice to the owner of pet rule violation. The notice of pet rule violation will be in writing and will:

        1. Contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated.

2. State that the pet owner has ten (10) days from the effective date of service of the notice to correct the violation (including in appropriate circumstances, removal of the pet) or to make a written request for a meeting to discuss the violation.

3. State that the pet owner is entitled to be accompanied by another person of his or her choice at the meeting.

4. State that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to have the pet removed and/or terminate the pet owner's lease or both.

b. Pet Rule Violation Meeting: If the pet owner makes a request, within five (5) days of the notice of pet rule violation, for a meeting to discuss the alleged violation, the PHA will establish a mutually agreeable time and place for the meeting within fifteen (15) days from the effective date of service of the notice of pet rule violation. At the pet rule violation meeting, the pet owner and PHA shall discuss any alleged pet rule violation and attempt to correct it. The PHA, may as a result of the meeting, give the pet owner additional time to correct the violation.

c. Notice for Pet Removal: If the PHA determines that the pet owner has failed to correct the pet rule violation within the time permitted by Paragraph b. of this section (including any additional time permitted by the PHA), or if the parties are unable to resolve the problem, the PHA may serve a notice to the pet owner requiring the pet owner to remove the pet. The notice will be in writing and will:

1. Contain a brief statement of the factual basis for the determination and the pet rule or rules that has been violated.

2. State that the pet owner must remove the pet within ten (10) days of the effective date of the notice of pet removal (or the meeting, if notice is served at the meeting).

3. State that failure to remove the pet may result in initiation of the procedures to have the pet removed or terminate the pet owner's lease or both.

d. The procedure does not apply in cases where the pet in question presents an immediate threat to the health, safe, of others or if the pet is being treated in an inhumane manner. In such cases paragraph 24 shall apply.

AGREEMENT FOR CARE OF PET

In accordance with the Pet Ownership Policy of the Housing Authority of the City of

Mineral Wells, Texas and the Addendum to the Residential Dwelling Lease Agreement dated _____ between:

THE HOUSING AUTHORITY OF THE CITY OF MINERAL WELLS, TEXAS
200 NE 27th Street
Mineral Wells, Texas 76068

AND,

_____ (Resident's Name)

_____ (Resident's Address)

I hereby agree that should _____ become incapable of caring for _____ a _____
(Name of Pet) (Type of Pet)
for any reason whatsoever, I will assume full responsibility for removal of the pet from the premises and for the care and well being of the animal.

Further, the pet shall not be permitted to return to the premises until approval is given by the Housing Authority of the City of Mineral Wells, Texas.

A copy of the Addendum to the Residential Dwelling Lease Agreement is attached.

_____
Signature

Sworn and subscribed before
me this _____ day of _____, _____.

_____
Notary of Public

My Commission Expires:

_____

PET POLICY ADDENDUM

I have read and understand the above pet ownership rules and agree to abide by them.

_____ _____
Resident's Signature PHA Staff member's Signature

_____ _____
Date Date

_____
Type of Animal and Breed

_____
Name of Pet

_____
Description of Pet (color, size, weight, sex, etc.)

The alternate custodian for my pet is:

Custodian's first, middle and last name; post office box; street address; zip code; area telephone code and telephone number:

_____

_____ _____
Resident's Signature Date

Refundable Damage Deposit _____ _____
Amount Paid Date

Housing Authority of the City of Mineral Wells

Required Attachment TX298h02: Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: *Lusita Garcia*

B. How was the resident board member selected: (select one)?
Elected
Appointed

C. The term of appointment is (include the date term expires): *1/04*

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?
the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
Other (explain):

B. Date of next term expiration of a governing board member: *1/04*

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):
Appointed by the entire City Council

Housing Authority of the City of Mineral Wells

Required Attachment TX298i02: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Sandra Cortez

Maira Parra

Anna Martinez

Michelle Payne

Onna Gonzales

Martha Rodriquez

Housing Authority of the City of Mineral Wells
PHA Plan Update for FYB 2002

Statement of Progress

Attachment: TX298j02

The Housing Authority of the City of Mineral Wells has been successful in achieving its mission and goals in the year 2001. Goals are either completed or on target for completion by the end of the year.

Concerning self-sufficiency, the PHA continues working with the local Social Security agency through a referral system organized by all agencies to assist families in need.

Concerning improving the quality of life, the PHA has installed additional security lights. The PHA has continued to work closely with the Mineral Wells Police Department who agreed to provide routine patrolling of the area. The local Police Department has provided the PHA with incident reports as agreed. The PHA has implemented the adopted "zero tolerance" toward any violence or criminal activity.

Concerning ensuring equal opportunity, the PHA has continued its outreach efforts via speaking engagements, written materials, special mailings, research to establish a website, and making renewed partnerships with community groups and medical facilities.

Housing Authority of the City of Mineral Wells

Attachment: TX298k02

Agency Plan Component 10 (B) Voluntary Conversion Initial Assessments

A. *How many of the PHA's developments are subject to the Required Initial Assessments?*

No development is subject to the required initial assessmetn.

B. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

The PHA's only development is mixed occupancy and is not subject to the required initial assessment.

C. How many Assessments were conducted for the PHA's covered developments?

No assessment was required on the PHA's only develoment.

D. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

The PHA has determined that conversion is not appropriate for its development at this time as the PHA's development is mixed occupancy.

E. If the PHA has not completed the Required Initial Assessment, describe the status of these assessments.

No assessment required.

HOUSING AUTHORITY OF THE CITY OF MINERAL WELLS

RESIDENT SATISFACTION SURVEY
AGENCY FOLLOW-UP PLAN

Attachment TX298l02

SECTION THREE: Safety

AREA OF CONCERN: Failure of Agency To Convince Residents That It Is Making Efforts To Provide Safe Living Conditions

The goal of this section is to capture how safe residents feel and to assess if the housing agency is making efforts to provide safe living conditions. The following are action items that will be used to make improvements in this area.

ACTION ITEMS

1. **Establish Communication Linkages**

The Agency will immediately develop and implement a schedule of regular group meetings with Residents, Resident Advisory Board, or meet individually with residents to discuss resident concerns and perceptions on issue. If situations which are identified as problems are improved, then it is believed that satisfaction with this service area should improve.

Funding Source (if required) to be utilized: Operating Budget

Task Start Date: 5/29/02 Target Date of Completion: 5/29/03

2. **Establish Working Relations With Police.**

The Agency will immediately establish a policy of establishing partnership relations with Police Departments in the community so as to have a variety of cooperative arrangements and agreements. Some of these agreements will be , but not be limited to the following activities:

- **Units deprogrammed for use as police substations.**
- **Periodic and regular meetings between the local police agency and PHA management.**
- **Provisions of access by the local police agency to vacant units in order to facilitate surveillance and pursuit.**
- **Provision of community space for police /community meetings.**
- **Police input into the development and implementation of drug elimination grants.**

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- **Police input into modernization planning.**
- **Operation Safe Home and other Federal/local law enforcement efforts.**
- **Gun and drug sweeps.**
- **Youth counseling**
- **Youth recreational acuities.**
- **Tenant security training.**
- **Community policing.**
- **Security surveys.**

Funding Source (if required) to be utilized: Operating Budget

Task Start Date: 5/29/02 Target Date of Completion: 12/01/02

3. **All Crimes Reported.**

The Agency will immediately institute a policy of reporting all criminal activity to local police authorities. This policy will be put in place to establish a continuous line of communication between local police authorities and the Agency thereby creating a credible, working relationship between both groups.

Funding Source (if required) to be utilized: Operating Budget

Task Start Date: 5/29/02 Target Date of Completion: 6/29/02

4. **Ensure Policies and Procedures In Place For Tracking Crime.**

The Agency will immediately conduct a review of its written policies and procedures to ascertain that applicable policies and procedures are in place to track crime and where necessary the Agency will prepare the missing documents. The Agency will also ensure that these policies and procedures will be able to demonstrate that crime and crime-related problems are being traced by development.

Funding Source (if required) to be utilized: Operating Budget

Task Start Date: 5/29/02 Target Date of Completion: 5/29/03

5. **Refine Resident Screening Processes.**

The Agency will immediately seek to institute and implement a policy of revamping and upgrading a resident screening process which denies housing admissions to those individuals who do not meet the legal criteria established by HUD or PHA board resolution.

Funding Source (if required) to be utilized: Operating Budget

Task Start Date: 5/29/02 Target Date of Completion: 6/29/02

6. **Addition of More Lighting.**

The Agency will immediately schedule a plan for evaluating, planning and installing additional lighting

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in all common areas and to periodically check all lights to make sure that they are working.

Funding Source (if required) to be utilized: Operating Budget

Task Start Date: 5/29/02 Target Date of Completion: 12/01/02

7. **Check All Locks.**

The Agency will immediately begin a program of checking all locks and outside doors to assure that they are not in disrepair and repair all locks that are damaged.

Funding Source (if required) to be utilized: Operating Budget

Task Start Date: 5/29/02 Target Date of Completion: 7/01/02

8. **Provide More Recreational Areas**

The Agency will immediately plan and implement a long-term program of seeking resources to, and using those monies for, building and/or maintaining neighborhood playgrounds, and basketball courts. In addition the Agency will also create youth programs to discourage crime among that age group.

Funding Source (if required) to be utilized: Capital Funds and Operating Budget

Task Start Date: 5/29/02 Target Date of Completion: 9/01/03

9. **Teach Basic Resident Safety.**

The Agency will immediately seek to develop and implement a training program for residents on basic safety in the home and in the community. Topics to be presented will include, but not be limited to: How Residents Can Better Protect Themselves, Their Families And Their Property, and Work

Funding Source (if required) to be utilized: Operating Budget

Task Start Date: 5/29/02 Target Date of Completion: 9/01/02

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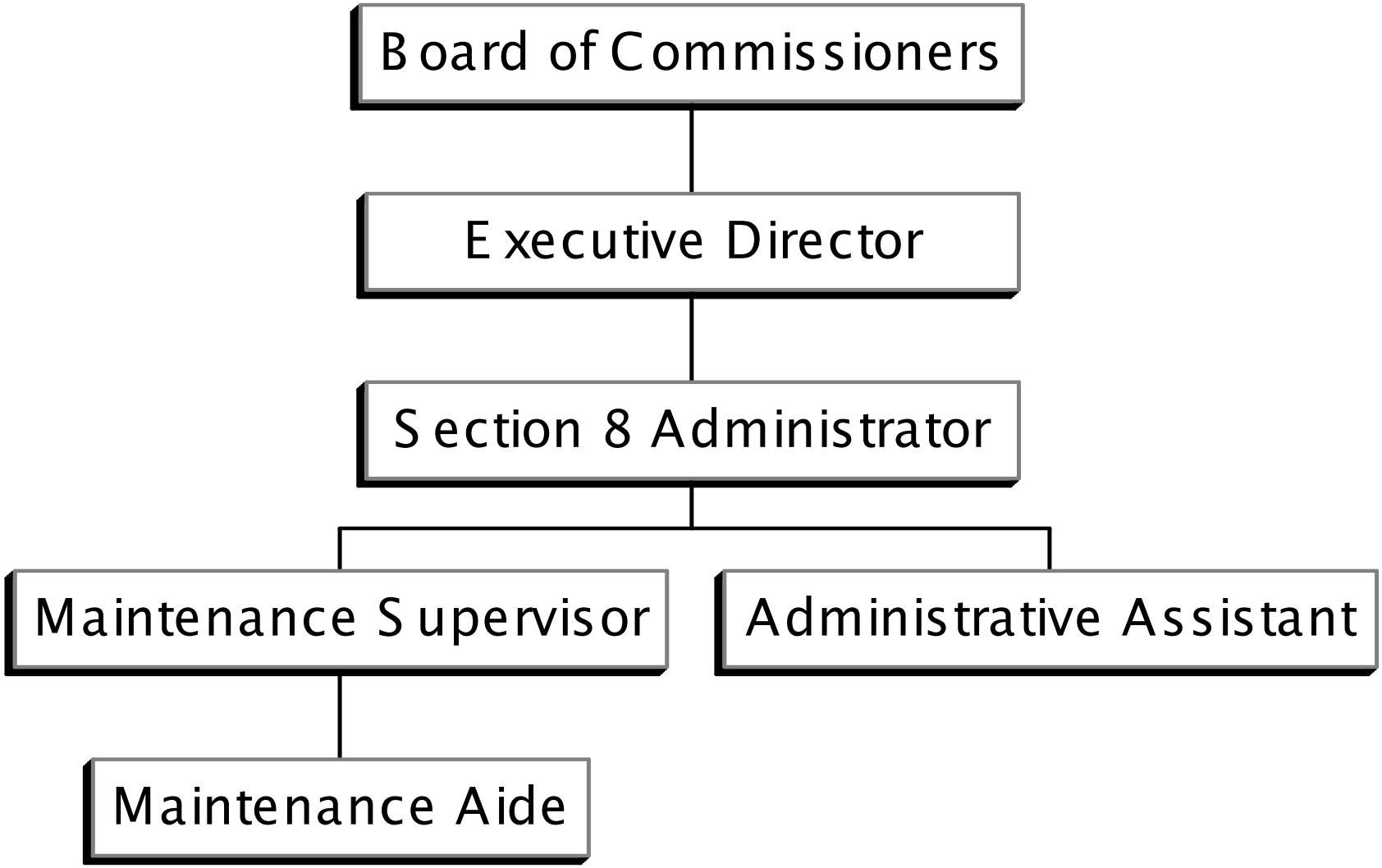
Housing Authority of the City of Mineral Wells
Organizational Chart

Attachment: ***TX298m02***



Housing Authority of the City of Mineral Wells

Attachment: TX298n02

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

Removed reference to Community Service Policy – no longer required.

Required Initial Voluntary Conversion Assessment attachment included

Substantial Deviation and Significant Amendment of Modification

Changed From:

Any change inconsistent with the local, approved Consolidated Plan, at the discretion of the Executive Director

Changed To:

Any change inconsistent with the local, approved Consolidated Plan.

Pet Policy

Revised to remove reference requiring resident to provide proof of damage or liability insurance.

Flat Rents

Currently being updated

PROGRAM TABLES START HERE

Annual Statement /Performance and Evaluation Report
Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:	Grant Type and Number:	Federal FY of Gra
hority of the City of Mineral Wells	Capital Fund Program No: **TX21P29890299**	**1999**
	Replacement Housing Factor Grant No:	

☐ **Original Annual Statement** ☐ **Reserved for Disasters/Emergencies** ☐ **Revised Annual Statement/Revision Number _____**

■ **Performance and Evaluation Report for Program Year Ending 3/31/02** ☐ **Final Performance and Evaluation Report for Program Year Ending_____**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expe
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements	3,000.00		3,000.00	
4	1410 Administration	5,921.00		5,921.00	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	14,780.00		14,780.00	
8	1440 Site Acquisition				
9	1450 Site Improvement	18,017.00		18,017.00	
10	1460 Dwelling Structures	75,000.00		75,000.00	
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	**Amount of Annual Grant (sums of lines 2-20)**	**$116,718.00**		**######**	
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				

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nded
3,000.00
5,921.00
9,169.39
18,017.00
75,000.00
****######

24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

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

PHA Name:	Grant Type and Number:	Federal FY of Gra
hority of the City of Mineral Wells	Capital Fund Program No: **TX21P29890299**	**1999**
	Replacement Housing Factor Grant No:	

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TX298 HA - Wide	Purchase new software	1408		3,000.00				
	Subtotal 1408			**3,000.00**		**3,000.00**	**3,000.00**	100%
	Housing Authority needs part-time	1410		4,921.00				
	during the CIAP including non-technical							
	Housing Authority needs sundry fun	1410		1,000.00				
	Subtotal 1410			**5,921.00**		**5,921.00**	**5,921.00**	100%
	Housing Authority needs an on-site	1430		3,937.00				
	inspector to monitor work in progress							
	Housing Authority needs Architect/I	1430		9,843.00				
	to develop drawings & specifications, carry							
	out bid procurement, administer contract							
	and make on-site observation of work in							
	progress							
	Provide funds for reproduction	1430		1,000.00				
	Subtotal 1430			**14,780.00**		**14,780.00**	**9,169.39**	62%

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	TOTAL HA-WIDE			**23,701.00**		**23,701.00**	**18,090.39**	
TX298-001	Dwelling Units							
	Modify 3 units to meet 504 requirer	1450		4,500.00				
	each unit will require new walks/ramps and							
	parking.							
	Replace existing sewer distribution	1450		13,517.00				
	with new PVC lines & double cleanouts		150'					
	Subtotal 1450			**18,017.00**		**18,017.00**	**18,017.00**	100%
	Modify 3 units to meet 504 requirer	1460		75,000.00				
	meet the needs of the handicapped							
	Subtotal 1460			**75,000.00**		**75,000.00**	**75,000.00**	100%
	TOTAL 001			**93,017.00**		**93,017.00**	**93,017.00**	
GRAND TOTAL				**$116,718.00**		**#######**	**#######**	**95%**

Capital Fund Program Tables

Page --

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

PHA Name:	**Grant Type and Number:**	**Federal FY of Gra**
hority of the City of Mineral Wells	Capital Fund Program No: **TX21P29890299**	**1999**
	Replacement Housing Factor Grant No:	

Development Number Name/HA-Wide Activities	Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TX298 HA - Wide	9/30/2001		9/30/2001	########			
TX298-001	9/30/2001		9/30/2001	########			

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ROGRAM TABLES START HERE

Annual Statement /Performance and Evaluation Report

Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:	Grant Type and Number:	Federal FY of G
ty of the City of Mineral Wells	Capital Fund Program No: **TX21P29850100**	**2000**
	Replacement Housing Factor Grant No:	

☐ **Original Annual Statement** ☐ **Reserved for Disasters/Emergencie** ☐ **Revised Annual Statement/Revision Number** _____

■ **Performance and Evaluation Report for Program Year Ending 3/31/** ☐ **Final Performance and Evaluation Report for Program Year Ending**_____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Exp
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements				
4	1410 Administration	8,369.00		0.00	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	19,959.00		14,664.00	
8	1440 Site Acquisition				
9	1450 Site Improvement	59,052.00		59,052.00	
10	1460 Dwelling Structures	19,219.00		19,219.00	
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	20,000.00		20,000.00	
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	**Amount of Annual Grant (sums of lines 2-20)**	**#######**		**$112,935.00**	
22	Amount of line 21 Related to LBP Activities				

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pended
0.00
12,064.00
27,002.00
0.00
17,485.98
$56,551.98

23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

Capital Fund Program Tables

Annual Statement/Performance and Evaluation Report and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name:
ty of the City of Mineral Wells

Grant Type and Number:
Capital Fund Program No: **TX21P29850100**
Replacement Housing Factor Grant No:

Federal FY of G
2000

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No	Quantity	Total Estimated Cost		Total Actual Cost		Status of Wo
				Original	Revised	Funds Obligated	Funds Expended	
X298 HA – Wi	Hire part time non-technical help	1410		5,369.00		0.00	0.00	
	Provide funds for sundry items	1410		3,000.00		0.00	0.00	
	Subtotal 1410			**8,369.00**		**0.00**	**0.00**	0%
	Hire an on-site inspector	1430		4,295.00		0.00	0.00	
	Hire an architect/engineer to prepar	1430		14,664.00		14,664.00	12,064.00	
	drawings & specifications/Fees for							
	consortium/Annual Update Agency Plan							
	Provide funds for reproduction of dr	1430		1,000.00		0.00	0.00	
	Subtotal 1430			**19,959.00**		**14,664.00**	**12,064.00**	60%
	Purchase a pickup truck	1475		**20,000.00**		**20,000.00**	**17,485.98**	87%

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	Subtotal 1475							
	TOTAL HA - WIDE			**48,328.00**		**34,664.00**	**29,549.98**	
TX298-001	Correct site drainage	1450		59,052.00		59,052.00	27,002.00	
	Subtotal 1450			**59,052.00**		**59,052.00**	**27,002.00**	46%
	Replace central heating units	1460		19,219.00		19,219.00	0.00	
	Subtotal 1460	1460		**19,219.00**		**19,219.00**	**0.00**	0%
	TOTAL 001			**78,271.00**		**78,271.00**	**27,002.00**	
	TOTAL			**$126,599.00**		**$112,935.00**	**$56,551.98**	**45%**

Annual Statement/Performance and Evaluation Report and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name:	**Grant Type and Number:**	**Federal FY of G**
ty of the City of Mineral Wells	Capital Fund Program No: **TX21P29850100** Replacement Housing Factor Grant No:	**2000**

evelopment Numb Name/HA-Wide Activities	Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
X298 HA - Wi	#########			######			
TX298-001	#########			######			

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PROGRAM TABLES START HERE

Annual Statement /Performance and Evaluation Report
Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:	Grant Type and Number:	Federal FY of Gra
hority of the City of Mineral Wells	Capital Fund Program No: **TX21P29850101** Replacement Housing Factor Grant No:	**2001**

☐ **Original Annual Statement** ☐ **Reserved for Disasters/Emergencies** ☐ **Revised Annual Statement/Revision Number _____**

■ **Performance and Evaluation Report for Program Year Ending 3/31/02** ☐ **Final Performance and Evaluation Report for Program Year Ending_____**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expe
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements				
4	1410 Administration	8,369.00		0.00	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	14,959.00			
8	1440 Site Acquisition			0.00	
9	1450 Site Improvement				
10	1460 Dwelling Structures	########		0.00	
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	**Amount of Annual Grant (sums of lines 2-20)**	#######		**$0.00**	
22	Amount of line 21 Related to LBP Activities				

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$0.00

23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

Capital Fund Program Tables

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

PHA Name:	Grant Type and Number:	Federal FY of Gra
hority of the City of Mineral Wells	Capital Fund Program No: **TX21P29850101**	**2001**
	Replacement Housing Factor Grant No:	

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TX298 HA - Wide	Hire part time non-technical help	1410		5,369.00				
	Provide funds for sundry items	1410		3,000.00				
	Subtotal 1410			**8,369.00**		0.00	0.00	
	Hire an architect/engineer to prepar	1430		9,664.00				
	drawings & specifications/Fees for							
	consortium/Annual Update Agency Plan							
	Hire an on-site inspector	1430		4,295.00				
	Provide funds for reproduction of dr	1430		1,000.00				
	Subtotal 1430			**14,959.00**		0.00	0.00	
	TOTAL HA - WIDE			**23,328.00**				

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TX298-001	Replace rotted exterior siding on all	1460		77,910.00				
	Replace central heaing units (5) - A/	1460		27,919.00				
	Subtotal 1460	1460		**105,829.00**		0.00	0.00	
	TOTAL 001			**105,829.00**				
	TOTAL			**$129,157.00**		**$0.00**	**$0.00**	

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

PHA Name:	**Grant Type and Number:**	**Federal FY of Gra**
hority of the City of Mineral Wells	Capital Fund Program No: **TX21P29850101**	**2001**
	Replacement Housing Factor Grant No:	

Development Number Name/HA-Wide Activities	Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TX298 HA - Wide	3/31/2003			#######			
TX298-001	3/31/2003			#######			

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