

<b>Streamlined Annual PHA Plan</b> <b>(High Performer PHAs)</b>	<b>U.S. Department of Housing and Urban Development</b> <b>Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226</b> <b>Expires 03/31/2024</b>
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** The Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

<b>A. PHA Information.</b>						
<b>A.1</b>	<b>PHA Name:</b> <u>Housing Authority of the City of Douglas, Georgia</u> <b>PHA Code:</b> <u>GA076</u> <b>PHA Type:</b> <input checked="" type="checkbox"/> High Performer <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>04/01/2023</u> <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) <b>Number of Public Housing (PH) Units</b> <u>381</u> <b>Number of Housing Choice Vouchers (HCVs)</b> _____ <b>Total Combined</b> <u>381</u> <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission					
<p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p>						
<input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)						
<b>Participating PHAs</b>		<b>PHA Code</b>	<b>Program(s) in the Consortia</b>	<b>Program(s) not in the Consortia</b>	<b>No. of Units in Each Program</b>	
					<b>PH</b>	<b>HCV</b>
Lead PHA:						

**B. Plan Elements**

**B.1 Revision of Existing PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs.
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Homeownership Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Substantial Deviation.
- Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each element below:

Revised following Policies:

1. Personnel Policy
  - a. Maintenance On-Call pay – See attached Personnel Policy
  - b. Added Holiday – Juneteenth
2. Assistance Animal Policy – See attached policy
3. Pet Policy – See attached policy
4. VAWA Policy
5. Debarment Policy

Significant Amendment/Modification: The Significant Amendment/Modification includes the following additions of non-emergency CFP 2023 work items. GA076-8: Brooks Avenue -remod 4 units and replace 4 stoves and 4 refrigerators; GA076-5: Install new security black iron fence on Sellers/McDonald; GA076-10 Phillips & Grady: Install new outside water lines to 35 units; GA076-2 Gaskin Avenue: Replace gas stoves and gas water heaters in 26 units; GA076-5 Cross, Dewy, McDonald replace gas stoves and gas water heaters in 26 units; GA076-6 Baker Hwy: Replace gas stoves and gas water heaters in 26 units

(c) The PHA must submit its Deconcentration Policy for Field Office Review.

**B.2 New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Conversion of Public Housing to Tenant Based Assistance.
- Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
- Project Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

<p><b>B.3</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>The Housing Authority has reached its Deconcentration Report Goals by mixing local and high-income residents equally. We have employed two full-time Security Officers that work well with the City Police Department, the Coffee County Sheriff Department, and local agencies. The Housing Authority takes affirmative measures to provide suitable living environments for families living in assisted housing regardless of their race, age, religion, national origin, sex, familiar status, sexual orientation, and disabilities.</p>
<p><b>B.4.</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p><b>Approved January 14, 2022</b></p>
<p><b>B.5</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>C. Other Document and/or Certification Requirements.</b></p>	
<p><b>C.1</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p><b>C.2</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><i>Form HUD-50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></p>
<p><b>C.3</b></p>	<p><b>Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p><i>Form 50077-ST-HCV-HP, PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></p>
<p><b>C.4</b></p>	<p><b>Challenged Elements.</b> If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>

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<b>D.</b>	<b>Affirmatively Furthering Fair Housing (AFFH).</b>
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<b>D.1</b>	<b>Affirmatively Furthering Fair Housing.</b> Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.
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<b>Fair Housing Goal:</b>
<i><u>Describe fair housing strategies and actions to achieve the goal</u></i>

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<b>Fair Housing Goal:</b>
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Describe fair housing strategies and actions to achieve the goal

## Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

### A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(c))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

### B. Plan Elements.

#### B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

**Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii))

**Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

**Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

**Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

**Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. (24 CFR §903.7(k) and 24 CFR §903.12(b).

**Safety and Crime Prevention (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

**Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

**Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

**Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b))

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

**HOPE VI.** 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD's website at: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6). (Notice PIH 2011-47)

**Mixed Finance Modernization or Development.** 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6/mfph#4](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4)

**Demolition and/or Disposition.** With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**Conversion of Public Housing under the Voluntary or Mandatory Conversion programs.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

**Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations and describe how project-basing would be consistent with the PHA Plan.

**Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with 24 CFR §990.145(a)(1).

**Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

**B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

**B.4 Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR §903.7(g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

**B.5 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

## C. Other Document and/or Certification Requirements

- C.1 Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)
- C.2 Certification by State of Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
- C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations, impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))
- C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.

## D. Affirmatively Furthering Fair Housing.

### D.1 Affirmatively Furthering Fair Housing.

The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: “To implement goals and priorities in an AFH, strategies and actions shall be included in program participants’ ... PHA Plans (including any plans incorporated therein) ... Strategies and actions must affirmatively further fair housing ....” Use the chart provided to specify each fair housing goal from the PHA’s AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the PHA’s involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 7.02 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

## **Attachment B.1(c)**

### **Housing Authority of the City of Douglas**

### **Deconcentration Policy**

#### **Deconcentration Policy**

It is the Housing Authority of the City of Douglas' Policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Housing Authority of the City of Douglas will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

#### **Deconcentration Incentives**

The Housing Authority of the City of Douglas may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

#### **Offer of a Unit**

When the Housing Authority of the City of Douglas discovers that a unit will become available, we will contact the first family on the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the deconcentration goal and/or the income-targeting goal.

The Housing Authority of the City of Douglas will contact the family first by telephone to make the unit offer. If the family cannot be reached by telephone, the family will be notified of a unit offer via first class mail. The family will be given three (3) business days from the date the letter was mailed to contact the Housing Authority of the City of Douglas regarding the offer.

The family will be offered the opportunity to view the unit. After the opportunity to view the unit, the family will have two (2) business days to accept or reject the unit. This verbal offer and



the family's decision must be documented in the tenant file. If the family rejects the offer of the unit, the Housing Authority of the City of Douglas will send the family a letter documenting the offer and the rejection.

### **Rejection of Unit**

If in making the offer to the family the Housing Authority of the City of Douglas skipped over other families on the waiting list in order to meet their deconcentration goal or offered the family any other deconcentration incentive and the family rejects the unit, the family will not lose their place on the waiting list and will not be otherwise penalized.

If the Housing Authority of the City of Douglas did not skip over other families on the waiting list to reach this family, did not offer any other deconcentration incentive, and the family rejects the unit without good cause, the family will forfeit their application's date and time. The family will keep their preferences, but the date and time of application will be changed to the date and time the unit was rejected.

If the family rejects with good cause any unit offered, they would not lose their place on the waiting list. Good cause includes reasons related to health, proximity to work, school, and childcare (for those working or going to school). The family will be offered the right to an informal review of the decision to alter their application status.

### **Acceptance of Unit**

The family will be required to sign a lease that will become effective no later than three (3) business days after the date of acceptance or the business day after the unit becomes available, whichever is later.

Prior to signing the lease, all families (head of household) and other adult family members will be required to attend the Lease and Occupancy Orientation when they are initially accepted for occupancy. The family will not be housed if they have not attended the orientation. Applicants who provide prior notice of an inability to attend the orientation will be rescheduled. Failure of an applicant to attend the orientation, without good cause, may result in the cancellation of the occupancy process.

The applicant will be provided a copy of the lease, the grievance procedure, utility allowances, utility charges, the current schedule of routine maintenance charges, tenant handbook, and a request for reasonable accommodation form. These documents will be explained in detail. The applicant will sign a certification that they have received these documents and that they have reviewed them with Housing Authority personnel. The certification will be filed in the resident's file.

Significant Amendment/Modification  
GA076 - CFP 2023

Significant Amendment/Modification: The Significant Amendment/Modification includes the following additions of non-emergency CFP 2023 work items. GA076-8: Brooks Avenue -remod 4 units and replace 4 stoves and 4 refrigerators; GA076-5: Install new security black iron fence on Sellers/McDonald; GA076-10 Phillips & Grady: Install new outside water lines to 35 units; GA076-2 Gaskin Avenue: Replace gas stoves and gas water heaters in 26 units; GA076-5 Cross, Dewy, McDonald replace gas stoves and gas water heaters in 26 units; GA076-6 Baker Hwy: Replace gas stoves and gas water heaters in 26 units.

Approved  
CSG

**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan or  
State Consolidated Plan  
(All PHAs)**

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2024

**Certification by State or Local Official of PHA Plans  
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Mayor Tony Paulk, the Mayor of the City of Douglas, Georgia  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan for fiscal years 2023 - 2027 and/or Annual PHA Plan for  
fiscal year 2023 of the Housing Authority of the City of Douglas, Georgia-GA076 is consistent with the  
*PHA Name*

Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair  
Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

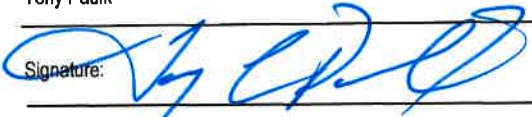
City of Douglas, Georgia  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91 and 24 CFR §§ 903.7(o)(3) and 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or  
State Consolidated Plan.

The Housing Authority of the City of Douglas, Georgia along with the City of Douglas officials  
work hard in overcoming the historic patterns of segregation, promote fair housing choices, and  
balance integrated living patterns and foster inclusive communities that is free from discrimination.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will  
prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official: Tony Paulk	Title: Mayor of the City of Douglas, Georgia
Signature: 	Date: 01/03/2023

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S.  
Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information  
are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to  
ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing  
instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD  
may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Civil Rights Certification**  
**(Qualified PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 3/31/2024

**Civil Rights Certification**

**Annual Certification and Board Resolution**


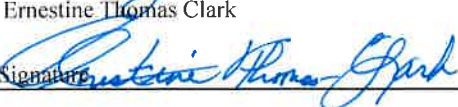
Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 2023 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d—4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.

Housing Authority of the City of Douglas, Georgia  
PHA Name

GA076  
PHA Number/HA Code

I hereby certify that all the statement above, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Executive Director:	Name of Board Chairperson:
Clara S. Graham	Ernestine Thomas Clark
Signature  Date 01/03/2023	Signature  Date 01/03/2023

The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq. and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

# Certification of Payments to Influence Federal Transactions

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

Public reporting burden for this information collection is estimated to average 30 minutes. This includes the time for collecting, reviewing, and reporting data. The information requested is required to obtain a benefit. This form is used to ensure federal funds are not used to influence members of Congress. There are no assurances of confidentiality. may not conduct or sponsor, and an applicant is not required to respond to a collection of information unless it displays a currently valid OMB control number.

Applicant Name

Housing Authority of the City of Douglas, Georgia

Program/Activity Receiving Federal Grant Funding

CFP

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Clara S. Graham

Title

Executive Director

Signature

Date (mm/dd/yyyy)

01/03/2023


# DISCLOSURE OF LOBBYING ACTIVITIES

[View Burden Statement](#)

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

OMB Number: 4040-0013  
Expiration Date: 02/28/2025

## Review Public Burden Disclosure Statement

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: Housing Authority of the City of Douglas, Georgia-GA076 * Street 1: 937 Thrash Circle Street 2: _____ * City: Douglas State: GA Zip: 31533 Congressional District, if known: _____		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b>		
<b>6. * Federal Department/Agency:</b> Department of Housing & Urban Development	<b>7. * Federal Program Name/Description:</b> N/A CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b> N/A	<b>9. Award Amount, if known:</b> \$ N/A	
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix _____ * First Name _____ Middle Name _____ * Last Name _____ Suffix _____ * Street 1 _____ Street 2 _____ * City _____ State _____ Zip _____		
<b>b. Individual Performing Services</b> (including address if different from No. 10a) Prefix _____ * First Name _____ Middle Name _____ * Last Name _____ Suffix _____ * Street 1 _____ Street 2 _____ * City _____ State _____ Zip _____		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. * Signature:  * Name: Prefix Ms. * First Name Clara Middle Name _____ * Last Name Graham Suffix _____ Title: Executive Director Telephone No.: 912-384-5812 ext. 7 Date: 01/03/2023		
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

**Capital Fund Program Five-Year Action Plan**

**Part I: Summary**

PHA Name: Housing Authority of the City of Douglas		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 19 (12/31/2022)				
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2024 PHA FY: 04/01/24 – 03/31/25	Work Statement for Year 3 FFY Grant: 2025 PHA FY: 04/01/25 – 03/31/26	Work Statement for Year 4 FFY Grant: 2026 PHA FY: 04/01/26 – 03/31/27	Work Statement for Year 5 FFY Grant: 2027 PHA FY: 04/01/27 – 03/31/28	
	Annual Statement					
HA Wide		1,129,268	1,129,268	1,129,268	1,129,268	
CFP Funds Listed for 5-year planning		1,129,268	1,129,268	1,129,268	1,129,268	
Replacement Housing Factor Funds						

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

Activities for Year: <u>2</u>	Activities for Year: <u>3</u>
FFY Grant: 2024	FFY Grant: 2025
PHA FY: 04/01/24 – 03/31/25	PHA FY: 04/01/25 – 03/31/26
Development Name/Number	Development Name/Number
Major Work Categories	Major Work Categories
Estimated Cost	Estimated Cost
HA Wide	<u>Operations (1406)</u>
PH Operations	PH Operations
212,000	212,000
HA Wide	<u>Management Improvements (1408)</u>
Staff training; software upgrades, security supplies	Staff training; software upgrade, security supplies
10,000	10,000
HA Wide	<u>Administration (1410)</u>
Proration of salaries & benefits for administration of CFP; modernization coord.; sundry	Proration of salaries & benefits for administration of CFP; modernization coord.; sundry
12,000	12,000
<u>General Capital Activity (1480)</u>	<u>General Capital Activity</u>
General Capital Activity	General Capital Activity
895,268	895,268
<b>Total CFP Estimated Cost</b>	<b>Total CFP Estimated Cost</b>
<b>1,129,268</b>	<b>1,129,268</b>



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

Activities for Year : <u>4</u> FFY Grant: 2026 PHA FY: 04/01/26— 03/31/27		Activities for Year: <u>5</u> FFY Grant: 2027 PHA FY: 04/01/27— 03/31/28			
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
HA Wide	<u>Operations (1406)</u> PH Operations	212,000	HA Wide	<u>Operations (1406)</u> PH Operations	212,000
HA Wide	<u>Management Improvements (1408)</u> Staff training; software upgrades, security supplies	10,000	HA Wide	<u>Management Improvements (1408)</u> Staff training; software upgrades, security supplies	10,000
HA Wide	<u>Administration (1410)</u> Proration of salaries & benefits for administration of CFP; modernization coord.; sundry	12,000	HA Wide	<u>Administration (1410)</u> Proration of salaries & benefits for administration of CFP; modernization coord.; sundry	12,000
HA Wide	<u>General Capital Activity (1480)</u> General Capital Activity	895,268	HA Wide	<u>General Capital Activity (1480)</u> General Capital Activity	895,268
<b>Total CFP Estimated Cost</b>		<b>1,129,268</b>			<b>1,129,268</b>

## VIOLENCE AGAINST WOMEN ACT

**Domestic Violence, Dating Violence, Sexual Assault, Stalking.** Domestic Violence, Dating Violence, Stalking. The following provisions are applicable to situations involving incidents involving actual or threatened domestic violence, dating violence, sexual assault, or stalking, as those terms are defined in 34 U.S.C.A. § 12291, 24 C.F.R. § 5.2003 and the PHA's Violence Against Women Act (VAWA) Policy. See Violence Against Women Act of 1994 (VAWA), as amended (42 U.S.C.A. § 13925 and 42 U.S.C.A. § 14043e *et seq.*); the United States Housing Act of 1937, as amended, (42 U.S.C. §1437 *et seq.*). To the extent any provision of this section shall vary from or contradict any other provision of this lease, the provisions of this section shall prevail.

### A. Termination of Tenancy

Termination of a tenant's dwelling lease solely based on criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking adheres as follows:

1. An incident or incidents of actual or threatened domestic violence, dating violence, sexual assault or stalking shall not constitute a serious or repeated violation of the lease by the victim or threatened victim of such violence or good cause for termination of the lease of the victim or threatened victim of such incident or incidents; and,
2. Criminal activity directly relating to domestic violence, dating violence, sexual assault or stalking, engaged in by a member of the tenant's household, a guest, or other person under the tenant's control, shall not be cause for termination of tenancy or occupancy rights if the Tenant. any member of the Tenant's family or an affiliated individual of tenant is the victim or threatened victim of that domestic violence, dating violence, sexual assault, or stalking.

VAWA 2013 defines an "affiliated individual" with respect to an individual, as a spouse, parent, brother, sister, or child of that individual, or an individual to whom that individual stands in loco parentis, or any individual, tenant, or lawful occupant living in the household of that individual.

3. Notwithstanding anything to the contrary contained in subsections (1) and (2) above, PHA may terminate Tenant's tenancy under this lease if it can demonstrate an actual and imminent threat to other tenants or to those employed at or providing service to property of the PHA if the tenancy of tenant is not terminated. Standards for words, texts, gestures, actions or other indicators related to an "actual and imminent threat" are found in 25. C.F.R. § 5.2003.
4. Further, nothing in this section shall prohibit PHA from evicting or terminating the tenancy of a tenant under this lease based on a violation of this lease not premised on an act or acts of domestic violence, dating violence, sexual assault, or stalking that is in question against the tenant or a member of the tenant's household for which protection against termination of tenancy is given in subsections (1) and (2) above. However, in taking any such action to evict or terminate tenancy, PHA shall not apply a more demanding standard to the tenant or member of tenant's household, who is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, or is affiliated with an individual who is or has been a victim of domestic violence, dating violence, sexual assault or stalking, than applied to other tenants in determining whether to evict or terminate assistance.

### B. Bifurcation of Lease

Under the authority provided in 34 U.S.C.A. § 12491((b)(3)(B), PHA may bifurcate this lease in order to evict, remove, or terminate assistance to any individual who is a Tenant or a lawful occupant under this lease and who engages in criminal acts directly relating to domestic violence, dating violence, sexual assault, or stalking against a tenant, affiliated individual or other individual. PHA may take

such action against tenant regardless of whether tenant is a signatory to the lease and without evicting, removing, terminating assistance to, or otherwise penalizing a victim of such violence who is the Tenant or a lawful occupant under this lease.

C. Request for Documentation

If the Tenant or a lawful occupant, as a defense to termination of tenancy or an action to evict, claims protection under this section against such action, PHA may (but is not required to) request the individual to deliver to PHA documentation of the occurrence of domestic violence, dating violence, sexual assault or stalking pursuant to the provisions of 24 C.F.R. § 5.2007. The permissible documentation may be submitted in one of the following forms:

1. A HUD-approved certification form (supplied by PHA) attesting that the individual is a victim of domestic violence, dating violence, sexual assault or stalking, that the incident or incidents in question are bona fide incidents of such actual or threatened abuse and meet the requirements of this section and includes the name of the individual(s) who committed the acts, if the name(s) is known and safe to provide; or,
2. Documentation signed by an employee, agent or volunteer of a victim service provider, an attorney, or a medical professional, or a mental health profession (collectively "professional") from whom the victim has sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of the abuse, in which:
  - a. The professional attests under penalty of perjury to the professional's belief in the occurrence of the incident or incidents of domestic violence, dating violence, sexual assault, or stalking that is the ground(s) for protection and remedies under law; and,
  - b. That the incidents or incidents in question are bona fide incidents of domestic violence, dating violence, sexual assault, or stalking; and,
  - c. The victim or tenant has signed the documentation; or,
3. A federal, State, tribal, or local police report or court record, describing the incident or incidents in question; or,
4. At the discretion of PHA, a statement or other evidence provided by the applicant or tenant.

The documentation must be delivered to PHA within fourteen (14) business days after tenant receives the request for said documentation from PHA. If the documentation is not delivered to PHA within the fourteen (14) business day period allowed, the provisions of this section will not apply and PHA may elect to terminate tenancy and evict without regard to the protections provided in this section.

D. Confidentiality.

The law requires that information provided to the PHA concerning an incident or incidents of domestic violence, dating violence, sexual assault, or stalking be retained in confidence, not placed in any shared data base nor provided to a related entity, except to the extent that disclosure is requested or consented by the individual supplying such information in writing, or required for use in an eviction proceeding, or otherwise required by applicable law.

# **Housing Authority of the City of Douglas**

## **Violence against Women Act Information**

The Housing Authority of the City of Douglas (the “Authority”) strives to fully comply with all requirements of the Violence Against Women Act of 2013(VAWA), as amended, which pertains to public housing agencies. The Housing Authority notifies all applicants of the information pertaining to the public housing agencies included in the VAWA during the application process.

First, the Housing Authority will not deny admission to an applicant based solely on the fact that they have been a victim of domestic violence, dating violence, sexual assault, or stalking. The applicant must comply with all other admission requirements.

Secondly, the Housing Authority will not terminate the assistance to a victim of domestic violence, dating violence, sexual assault, or stalking based solely on an incident or threat of such activity. The Housing Authority still retains the right to terminate assistance for other criminal activity or good cause.

Thirdly, all information provided by an applicant or tenant regarding VAWA will be held in strict confidence and will not be shared with any other parties, unless required by law.

Lastly, at this time, the Housing Authority does not intend to implement an admissions preference for victims of domestic violence admissions. The Executive Director will periodically review the need for such preference and may add an admission preference for victims of domestic violence as may be determined necessary.

---

Applicant Signature Date

---

Applicant’s Printed Name

---

Housing Authority Representative Date

### **3.4 Overtime/Compensatory Time**

Each employee is designated as either NON-EXEMPT or EXEMPT from federal and state wage and hour laws. NON-EXEMPT employees are entitled to overtime pay under the specific provisions of the Fair Labor Standards Act (FLSA). EXEMPT employees are excluded from specific provisions of federal and state wage and hour laws.

When operating requirements or other needs cannot be met during regular working hours, employees may be scheduled to work in excess of their normal schedule. It is the Authority's intention to minimize such occurrence and ensure that overtime work is scheduled and paid in accordance with the Authority's policy and applicable State and Federal laws. The Authority is subject to all regulations of the Fair Labor Standards Act (FLSA). When possible, advance notification of these mandatory assignments will be provided. All overtime work must receive the supervisor's prior authorization. Overtime assignments will be distributed as equitably as practical to all employees qualified to perform the required work. Failure to work scheduled overtime or overtime worked without prior authorization from the supervisor may result in disciplinary action, up to and including possible termination of employment.

#### *Non-Exempt Employees*

Non-exempt employees who work in excess of forty (40) hours in a work week will be paid over-time at a rate of one and one-half times the employee's regular pay. For purposes of determining overtime compensation, pay for vacation time, sick leave, holidays, etc., is not pay for time worked and is therefore not considered as hours worked for purpose of overtime computations. Non-scheduled hours of work which fall within the same week of vacation or leave time will not qualify for overtime.

Non-exempt maintenance employees may not receive compensatory time off in lieu of paid overtime. However, Maintenance Mechanics I will receive a flat fee of One Hundred and 00/100 Dollars (\$100.00) for carrying the on-call phone and pay in the amount of time and a half while actually responding to calls during their on-call assignments.

#### *Exempt Administrative Personnel*

Those administrative employees which are classified as exempt according to the FLSA will not be paid overtime compensation. However, the Executive Director may allow such employee compensatory leave if he/she feels such is warranted.

#### *Exempt Executive Personnel (Executive Director/Department Head)*

Executive employees which are classified as exempt according to the FLSA will not be paid overtime compensation. They will not receive payment, but may receive compensatory time off for hours worked, travel time, attendance at meetings, etc., in excess of the normal work week.

For those exempt employees who are absent from work for part of a day but not all of a day, it shall be up to the discretion of the Executive Director in consultation with the Executive Director as to whether or not there should be a charge against that employee's annual sick leave or other appropriate leave.

### **3.4 Pay Increases**

There will be two types of salary increases as outlined below:

*Annual COLA* As budgetary constraints allow, the entire grade and step salary system (the salary schedule) may be increased by a uniform percentage to allow for increased costs within the general economy. All employees shall benefit from this general increase. However, nothing in this policy shall be construed to require a specific percentage increase tied to any particular economic indicator. Additionally, during the year of a full comparability study, this category may not apply since individual adjustments to pay grades may already contain the effect of a general increase.

*Merit* Increases resulting from merit or outstanding performance will be provided in accordance with the Authority's Performance Evaluation System. Refer to this documentation for specific information and rates of increase.

### **3.5 Wage Garnishment**

Garnishment of wages results when an unpaid creditor has taken the matter to court. A garnishment is legal permission for creditors to collect part of an employee's pay directly from the Authority. Although the Authority does not wish to become involved in an employee's private matters, we are compelled by law to administer the court's orders.

In doing so, the Executive Director will contact the employee to explain the details of garnishment and how it affects wages. Employees are encouraged to resolve these matters privately to avoid the Authority's involvement in this mutually unpleasant situation.

### **3.6 Payroll Advances**

Pay advances shall not be granted.

### **3.7 Promotions**

It is the policy of the Housing Authority to hire employees for entry level positions, to provide training and development for employees when deemed necessary, and to offer employees promotions to higher level positions when deemed appropriate. To fill vacancies above the entry level, management prefers to promote from within and will first consider current employees with the necessary qualifications and skills, unless outside recruitment is deemed to be in the Authority's best interest.

All employees are encouraged to seek advancement opportunities and to obtain promotion and career guidance from their supervisor. In addition, promoted employees may be required to have a medical examination.

## 8.0 LEAVE AND BENEFITS

### 8.1 Vacation Leave

All permanent employees are eligible to accrue vacation leave as outlined below. Temporary, seasonal and other part-time or substitute employees are not eligible for vacation leave.

Eligible employees shall accrue vacation leave from the date of employment and may be taken as accrued after completion of probationary period. Full-time employees shall earn vacation leave at the following rate:

Length of Employment	Vacation Leave
First Year	5 days/year
Second Year	10 days/year
Ten Years or more	15 days/year

Employees with less than one year of service will not be eligible for vacation leave. Although vacation leave will be accrued monthly for all eligible employees from the date of employment, this benefit by definition is not earned until after the employee's anniversary date has been reached. Those employees separated from the Authority's service before the first anniversary date are therefore ineligible to be compensated for any accrued annual leave and must reimburse the Authority for any advanced leave.

It is the Authority's policy to have employees take their vacation leave yearly after the period for which it was earned. It is generally encouraged that vacation leave be used in minimum increments of one (1) week.

Each supervisor will present on request to the Executive Director a schedule detailing the planned vacation leaves of the employees. Seniority will generally be the deciding factor in scheduling preferred leaves among employees, and the employee's preferences will be followed as far as practical.

Employees will not be allowed to work for the Authority during his/her vacation leave, unless exceptional circumstances exist, as determined by the supervisor and the Executive Director.

Employees scheduled for annual leave may request payment in advance of the leave period if such request is made by the appropriate Supervisor to the Executive Director at least two (2) weeks in advance to the scheduled leave.

### 8.2 Holidays

Full-time and part-time employees are eligible for holiday pay. The following paid holidays will be observed:

New Year's Day	January 1
Dr. Martin Luther King Jr. Day	3 <sup>rd</sup> Monday of January
Good Friday	Friday before Easter
Memorial Day	Last Monday of May
Juneteenth	3 <sup>rd</sup> Monday of June
Independence Day	July 4

Labor Day  
Thanksgiving  
Christmas Day

1<sup>st</sup> Monday of September  
4<sup>th</sup> Thursday of November  
December 25

Employees may not elect financial compensation in lieu of taking time off for a holiday. If an employee is requested to work on a holiday, an alternate day off will be allowed in lieu of taking the holiday. If a non-exempt employee is requested to work on a holiday, he/she will be paid at the applicable overtime rate.

Employees who have an unexcused absence on the day prior to, or the day immediately following the holiday will not be paid for the holiday.

If a holiday falls on a weekend, the holiday will be observed on the closest Friday or Monday, or on the customary day.

### **8.3 Sick Leave**

All employees, except temporary and emergency employees, will accrue sick leave from the date of employment at the rate of one (1) day per month with the unused portion to be accumulated to a maximum of 90 days.

Employees are granted sick leave if their absence is due to the following reasons:

- Employee's health;
- Medical, dental or optical treatment which is necessary during working hours;
- Quarantine due to exposure to a contagious disease;
- Maternity Leave; and,
- As emergency leave in the event of serious injury or serious or contagious illness in the employee's immediate family, defined as those members of the immediate living in the employee's household. Absences due to emergency leave must be limited to five (5) days per year.

A physician's certificate, identifying the employee, the nature of the illness/injury, the time period of the absence (if applicable), and the extent to which the employee's job would be damaging to health, shall be provided by all employees when on sick leave with pay for three or more consecutive working days. The Supervisor in consultation with the Executive Director shall ensure that the employee shall not endanger his or her own health or the health of others by being on duty during an illness, injury, or pregnancy.

An employee who sustains an injury on the job just at the time of the injury or as soon as possible thereafter, notify his supervisor who shall follow the Authority procedures for reporting job related accidents or injuries. Employees who are otherwise eligible for sick leave accumulation and receive injury arising out of and in the course of employment shall be paid for the lost time as a result of the job-related injury for the first seven days (i.e., until Worker's Compensation benefits begin), through the use of accrued sick or annual leave available. When lost time as a result of an on-the-job injury is covered by the State Worker's Compensation Act, the employee shall be paid those payments received as Worker's Compensation benefits.



# **Housing Authority of the City of Douglas**

## **Pet Policy**

**1. PURPOSE**

The pet policy of the Housing Authority of the City Douglas, Georgia (“HACD”) is designed to allow eligible residents the privilege of owning or keeping a common household, service and/or companion pet, while also respecting the rights of the other HACD residents and neighbors. As well, the policy is designed to protect the interests of the HACD.

**2. APPLICABILITY AND IMPLEMENTATION**

This policy applies to all residents of the HACD. As well, the laws of the State of Georgia and ordinances of the City of Douglas, Georgia and Coffee County, Georgia relating to the keeping and maintenance of pets shall apply to the residents of the HACD.

The Executive Director of the HACD shall establish such procedures and necessary to ensure the implementation of this policy. The Executive Director, upon approval by the Board of Commissioners, may designate buildings or sections of buildings as areas where pets are not permitted.

**3. EXCEPTIONS TO POLICY**

The Board of Commissioners for the HACD must approve any and all exceptions to this policy. However, the decisions regarding exceptions for service and/or companion animals may be made by the Executive Director, without the approval of the Board of Commissioners.

**4. “SERVICE” AND/OR “COMPANION” ANIMALS**

Pursuant to federal law, the HACD shall make certain exceptions and accommodations for those disabled residents/prospective tenants reasonably requesting the presence of “service” and/or “companion” animals. Regarding such, the following steps shall be made:

- (a) Unless obviously noted by a HACD representative, the resident and/or prospective tenant must request the presence of a “service” and/or “companion” animal;
- (b) HACD shall request proper medical documentation, from a licensed physician or mental health provider, evidencing that the resident/prospective tenant has been properly diagnosed as suffering from a legal disability; and
- (c) HACD shall request proper documentation, from a licensed physician or mental health provider, that the resident/prospective tenant needs the animal to obtain “full use and enjoyment” of the site.

Upon receipt and review of the proper documentation, the Executive Director shall provide the resident/prospective tenant with a written decision regarding the request for a “service” and/or “companion” animal.

**5. HACD APPROVAL AND REGISTRATION OF PETS**

- (a) Each resident that wishes to maintain a pet in his or her dwelling unit must first obtain the written approval of the HACD. Upon receipt of approval, the resident shall be required to complete and execute a “rider” to the dwelling lease, which shall include the provisions for the care of the pet in the resident’s absence.
- (b) In addition, the resident shall be required to register his or her pet with the HACD. Said registration shall be completed on a HACD approved registration form, executed by the resident and witnessed by a HACD representative, to be placed in the resident’s file. The resident’s file shall include the following information regarding the pet:
  - (1) The name, address and contact number(s) of the resident/pet owner;
  - (2) The names, addresses and contact numbers of two (2) local adults who agree to assume full responsibility and care for the pet in the event of the resident’s death, incapacity or extended absence;
  - (3) Description of the pet, including age, breed, weight, color and name;
  - (4) The name, address and contact number(s) of the licensed veterinarian or other state or local authority utilized by the resident for purposes of inoculation of the pet;
  - (5) A copy of the current certification evidencing inoculations, which is to be executed by a licensed veterinarian or other state or local authority empowered by to perform such;
  - (6) Verification, from a veterinarian or other state or local authority, evidencing that the pet has been spayed, neutered, or had its claws removed;
  - (7) A statement, executed by the resident, stating that he or she has received a copy of, read and understands the pet policy, and agrees to comply with such; and,
  - (8) A photograph of the animal.
- (c) HACD approval, completion of documentation and registration of the pet is required prior to a pet being brought onto HACD property. Failure to adhere to the provisions of this section may result in the immediate removal of the pet.

- (d) Pet registration forms, including inoculation information, shall be updated at the time of the resident's annual re-examination.
- (e) The HACD may deny the registration of a pet for the following reasons:
  - (1) The pet is not *a common household pet* as defined in section 7 below;
  - (2) Keeping the pet would violate any pet restrictions listed in this policy;
  - (3) The pet owner fails to provide complete pet registration information, or fails to update the registration annually;
  - (4) The applicant has previously been charged with animal cruelty under state or local law; or has been evicted, had to relinquish a pet or been prohibited from future pet ownership due to pet rule violations or a court order; and,
  - (5) The HACD reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the lease.

**6. PET DEPOSIT**

A \$250.00 refundable deposit shall be charged by the HACD for the reasonable expenses directly attributable to the presence of a pet in the household. These expenses include, but are not limited to, the cost of repair, replacement and/or fumigation of the resident's dwelling unit. Said deposit must be paid in advance of move-in. Said deposit shall not be applicable to those animals officially designated as a "service" or "companion" animal.

**7. ACCEPTABLE HOUSEHOLD PETS**

*Common household pets* are the only acceptable pets allowed. *Common household pet* means a domesticated animal, such as a dog, cat, bird, or fish, which is traditionally recognized as a companion animal and is kept in the home for pleasure rather than commercial purposes. Other similar type pets may be accepted upon the written decision of the Executive Director.

The following are not considered common household pets and are prohibited from being on any property of the HACD: Reptiles, Rodents, Insects, Arachnids, Wild animals or feral animals, Exotic animals, Pot-bellied pigs, Amphibians, Animals used for commercial breeding, and Exotic fish (i.e., piranha, sharks, etc.)

**8. PET RESTRICTIONS**

The following animals are not permitted on HACD property:

- (a) Any animal whose adult weight will exceed 20 pounds;

- (b) Dogs of the pit bull, rottweiler, chow, boxer breeds or breeds considered dangerous;
- (c) Ferrets or other animals whose natural protective mechanisms pose a risk to small children of serious bites or lacerations;
- (d) Any animal not permitted under state or local law or code; and,
- (e) Any other animal that the HACD determines that should not be permitted.

**9. LIMITATIONS ON NUMBER OF PETS AND PET SIZE**

- (a) Only one (1) pet per household is authorized. However, this limitation shall not apply if said resident is determined to be disabled and requires the assistance of a service or companion animal.
- (b) In the case of fish, residents may keep no more than can be maintained in a safe and healthy manner in a tank holding up to ten (10) gallons. Such a tank or aquarium will be counted as one (1) pet.
- (c) Authorized pets may not exceed twenty (20) pounds in weight. Said weight limit shall not be enforced with regard to officially designated service animals, where applicable.

**10. PET MAINTENANCE**

- (a) Each pet, where applicable, shall be spayed or neutered (in the case of underage animals, within 30 days of the pet reaching 6 months of age);
- (b) Cats shall have the claws removed;
- (c) Each pet shall be housebroken and/or litter trained;
- (d) No pet shall be left unattended in a dwelling unit for more than 24 hours;
- (e) No pet that is not owned by the resident and properly documented with the HACD will be permitted in any dwelling unit or common areas of the project; and,
- (f) Residents or the resident's designee must attend to the pet at all times, especially when the pets are outside. HACD prohibits doghouses or any other related pet quarters on HACD grounds. Residents are prohibited from chaining pets to posts or structures or otherwise leaving pets unattended, especially outside.

**11. PET CARE**

- (a) The resident is responsible for removing pet waste and disposing of waste by the following:

- (1) The resident is required to place such waste in a paper bag, or other sanitary container; and
  - (2) Placing the contained waste in a container designated for waste disposal, which will be provided by either the resident, HACD, or City of Douglas.
- (b) Pets shall be confined within the resident's dwelling unit and entry and exit routes to and from said dwelling unit. When outside of the unit, dogs and cats must be kept on a leash, carried or inside of a pet carrier; pets other than dogs or cats must be kept in a cage or carrier. At all times, the pet must be under the direct control of the resident/family member while outside of the unit.
  - (c) Pets are not permitted in common areas including lobbies, community rooms and laundry areas, except for those common areas which are entrances to and exits from the building wherein the resident's/family's unit is located.
  - (d) The immediate area of the resident's dwelling unit and entry and exit routes of the dwelling unit shall be designated for pet exercise and deposit of waste. Exercise of pets and/or deposit of waste outside of the designated area are prohibited. Residents are responsible for the removal and proper disposal of the pet waste.
  - (e) Litter boxes (where applicable) constructed of a permanent material, preferably plastic, shall be reasonably odor free at all times and said litter boxes shall be changed at least twice weekly.
  - (f) Each resident shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet. Such care includes taking actions to regularly perform measures for flea and tick control.
  - (g) Each resident shall be responsible for appropriately training and caring for his/her pet to ensure that the pet is not a nuisance or danger to other residents and does not damage HACD property.
  - (h) No animals may be tethered or chained inside or outside the dwelling unit at any time.

**12. VACCINATIONS, INOCULATIONS AND LICENSES**

Each resident shall ensure that each pet, including but not limited to dogs and cats, is up to date with vaccinations for rabies and shall maintain the necessary certification of such vaccination. The resident must produce the certification for inspection when requested by the HACD.

Inoculations shall be updated as prescribed by state and local laws. Evidence of current inoculations shall be displayed on appropriate tags, which are to be attached to the pet's collar, and worn by the pet at all times. A current certification, evidencing current

inoculation and executed by a registered veterinarian or other state or local authority empowered to inoculate animals, shall be kept in the resident's HACD file.

**13. COLLAR, TAGS, AND LEASHES**

Each pet, where applicable, shall wear a collar bearing the name and address of the resident owner. Further tags evidencing current inoculation, vaccinations and licensing, as required by state law, shall be worn on the collar.

Cats and dogs shall be maintained on a leash no longer than six (6) feet in length and the resident shall maintain full control of said pet while in the common areas of the HACD projects.

**14. REMOVAL OF PETS**

Pets must be removed when:

- (a) A pet becomes vicious;
- (b) The resident/owner becomes unable or unwilling to either care for or control the pet; or,
- (c) The health and safety of the pet or service/companion animal is at risk;
- (d) The health and safety of other HACD residents or staff is a concern; or,
- (e) The resident does not abide by applicable federal, state and/or local laws or regulations with regard to the maintenance and care of the pet.

**15. FLEA AND TICK TREATMENT OF DWELLING UNIT**

If it becomes necessary for management to treat an apartment for fleas and/or ticks, the resident/owner shall bear the cost of such treatment. Repeat flea and/or tick problems shall be cause for removal of the pet, termination of the Dwelling Lease, or both.

**16. NUISANCE OR THREAT TO PUBLIC HEALTH OR SAFETY**

Without the consent of the resident, the HACD will require the removal of any pet from the premises upon the determination that the pet's conduct or condition has become a nuisance or a threat to the health and safety of the other HACD residents.

**17. NON-COMMERCIAL PROVISION**

No resident shall raise, breed, keep or train any pet for any commercial purposes while on the premises of the HACD.

**18. LIABILITY; INDEMNIFICATION**

- (a) At all times herein, the resident shall be solely responsible for any injuries to any person and/or damages to any property that occur as a result of his or her pet or assistance/service animal.

- (b) The resident hereby indemnifies and agrees to hold the HACD, its officers, employees and agents harmless against any and all claims of any nature, whatsoever, that may arise from or as a result of the resident having and maintaining a pet under the terms of his/her dwelling lease and this pet policy.

**19. VIOLATIONS**

Failure to adhere to the provisions of this policy shall be a violation of the policy. Such violation shall be regarded as a violation of the terms and provisions of the resident's dwelling lease and may result in termination of tenancy.

I have this day read this Pet Policy and understand all the provisions contained within. Further, as a resident of the HACD, I agree to abide by and comply with this policy. I understand that failure to comply with such will result in violation of my Dwelling Lease and I shall be subject to the violation provisions of such, including but not limited to removal of my pet and/or termination of my Dwelling Lease.

\_\_\_\_\_  
Resident's Signature

\_\_\_\_\_  
HACD Representative Signature

\_\_\_\_\_  
Resident's Printed Name

\_\_\_\_\_  
HACD Representative's Printed Name

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

## Appendix I

### **Assistance Animal Policy**

#### General Statement

It is the Housing Authority of the City of Douglas, Georgia's (DHA) policy to provide reasonable accommodation in housing for applicants, residents, employees, and members of the public with disabilities as necessary to provide them with an equal opportunity to use and enjoy DHA housing, programs and access to DHA administration. This policy is in furtherance of the DHA's overall goal of providing affordable housing to low-income persons regardless of disability and in compliance with applicable federal, state, and local law.

As a part of its reasonable accommodation policy, the DHA allows applicants, employees, and residents and their guests who have disabilities to be accompanied by their service or assistance animals ("assistance animals"). The DHA recognizes and agrees that assistance animals are a means to provide a reasonable accommodation for an individual with a disability; however, there must be a relationship between the person's disability and his or her need for the animal. The DHA will verify that the individual requesting the assistance animal is a person with a disability, unless otherwise apparent, and that the animal is needed to assist with the disability. As with all other disability-related inquiries, the DHA may not ask about the nature or severity of the resident's disability.

Residents with assistance animals are required to comply with any and all applicable federal, state, or local laws or ordinance regarding domestic animals that may apply. This includes proof of inoculations, licensing, and any other regulations relating to the safety and control of animals to prevent injury to others. Residents who are permitted to have assistance animals must also complete the "Assistance Animal Responsibility" and "Assistance Animal Registration" forms that accompany this Policy.

#### What is an Assistance Animal

*Assistance animals* are animals that work, provide assistance, or perform tasks for the benefit of a person with a disability, or animals that provide emotional support that alleviates one or more identified symptoms or effects of a person's disability and are permitted as a reasonable accommodation under Section 504 of the Rehabilitation Act of 1973. As such, they are not considered pets and, thus, are not covered by the DHA Pet Policy and residents will not be required to pay a pet deposit for an assistance animal. Assistance animals, often referred to as service animals, assistive animals, support animals, or therapy animals, perform many disability-related functions, including but not limited to the following examples:

- Guiding and alerting individuals who are blind or have low vision.
- Guiding and alerting individuals who are deaf or hearing impaired.
- Providing protection or rescue assistance in an emergency or in case of injury to the assisted person.
- Pulling a wheelchair.
- Retrieving items.



- Assisting a person with a seizure disorder. The animal's service depends on the person's needs. The animal may go for help, or may stand guard over the person during a seizure. Some animals have learned to predict a seizure and warn the person.
- Providing emotional support to persons with disabilities that have a disability-related need for such support.

### Assistance Animal Accommodation

**For an animal to be excluded from the pet policy and be considered a service animal, it must be a trained dog, and there must be a person with disabilities, as diagnosed by a physician, in the household who requires the dog's services. For an animal to be excluded from the pet policy and be considered an assistance animal, there must be a person with disabilities, as diagnosed by a physician, in the household, and the resident/family must request, and the DHA approve a reasonable accommodation in accordance with such policies.**

The DHA's Section 504/ADA Manager will review all requests from applicants and residents with disabilities for reasonable accommodations, including requests for an assistance animal accommodation. If requested, the applicant or resident must provide verification of the claimed disability and need for an assistance animal. The information may come from a healthcare professional or other licensed professional who has treated the requestor and has professional knowledge of the requestor's physical or emotional needs and the value to that person of an assistance animal. The DHA's Section 504/ADA Manager will respond, in writing, to the request within a reasonable time, but not later than thirty (30) days after the DHA receives all of the **required information**.

**Assistance animals may be any type of animal or breed, size, or weight. A reasonable accommodation may involve more than one assistance animal, under certain circumstances.**

The resident/family must ensure that the assistance animal is registered with the DHA before it is brought onto the premises. Such registration includes documentation signed by a licensed veterinarian or state/local authority that the assistance animal has received all inoculations required by state or local law, and that the assistance animal has no communicable disease(s) and is pest-free. This registration must be renewed annually and will be coordinated with the annual reexamination date.

### Deposits and Fees

A deposit is not required for an assistance animal that has been approved by the DHA's Section 504/ADA Manager. However, tenants who have an assistance animal may be charged a reasonable amount for general cleaning or repair of damage that is attributable to the animal.

### Awareness Training

The DHA will ensure that all employees are properly trained in the Assistance Animal Policy, which includes the following rules:

- Assistance animals are permitted to accompany the tenant, applicant, employee, or member of the public in all areas of the property.
- DHA employees shall refrain from touching or petting assistance animals, or taking hold of leashes, harness or other control mechanisms attached to the animal, except when clearly warranted, since such actions may distract the assistance animals from their duties.
- DHA employees shall not feed assistance animals, since assistance animals may have specific dietary needs.
- DHA employees shall not deliberately startle or try to get the attention of assistance animals.
- DHA employees shall not separate or attempt to separate tenants or handlers from assistance animals.
- DHA employees shall keep in mind that not all disabilities are visible. It shall be understood that the nature of the person's disability is a private matter, and that one is not entitled to inquire about details unless necessary for purposes of reasonable accommodation or assistance animals.
- DHA employees shall respond appropriately to inquiries from other people regarding the Assistance Animal Policy's exemption from the DHA Pet Policy.
- Assistance animals are not required to wear any special gear that identifies them as assistance animals such as tags, harnesses, coverings or clothing. Further, assistance animal owners and handlers are not required to carry with them any paperwork documenting the animal as an assistance animal.
- **DHA employees shall be aware that the person with the disability or an aide to the person may train the assistance animal and that they are not required to provide any information to DHA employees or other residents, applicants, or members of the public about the training or the specific task the animal performs.**

#### Assistance Animal Care and Supervision

- The resident or handler of the assistance animal is responsible for the care and supervision of the animal in compliance with state and local laws, including anti-cruelty laws.
- The resident or handler of the assistance animal must retain full control of the assistance animal at all times. This generally means that while the animal is in the common areas, it is on a leash or other instrument of control, in a carrier, or otherwise in the direct control of the animal's owner or handler.
- When in the presence of others, the assistance animal is expected to be well behaved.
- The resident or handler of the assistance animal is responsible for the proper disposal of animal waste.
- The resident or handler of the assistance animal may not allow the assistance animal to defecate on any property, public or private, unless the resident or handler of the assistance animal immediately removes the waste and appropriately cleans or sanitizes the area where the animal waste was deposited.
- The resident or handler of the assistance animal must always carry equipment and supplies sufficient to clean up the animal's feces whenever the assistance animal is in the common areas or outside of the resident's unit.

- The resident or handler of the assistance animal must properly dispose of water and litter caused by or due to the assistance animal.
- The resident or handler shall be responsible for adequate care, nutrition, exercise and medical attention for his/her assistance animal. Such care includes taking actions to regularly perform measures for flea and tick control.

#### Refusal to Permit Accommodations for Assistance Animals

The DHA will **not** permit a resident with a disability to use and live with an assistance animal if at least one of the following conditions exists:

- There is reliable and objective evidence that the animal poses a direct threat to the health or safety of others that cannot be reduced or eliminated by a reasonable accommodation;
- There is reliable and objective evidence that the animal has caused, or in all reasonable likelihood, would cause substantial physical damage to the DHA property or to the property of others;
- The animal is not housebroken;
- The presence of the assistance animal would pose an undue financial and administrative burden on the DHA; or
- The presence of the assistance animal would fundamentally alter the nature of the DHA's duty to provide safe and well-maintained housing accommodation for its residents.

#### Removal of an Assistance Animal/Lease Termination of Tenant

If an assistance animal becomes unruly or disruptive (jumping on persons, nipping, biting or exhibiting other threatening or harmful behavior, without appearing to be acting in the assistance of its owner), the DHA may ask the resident to remove the animal from the immediate area or, if required because of the nature of the animal's behavior, to remove it from the residence altogether. If it is not necessary to remove the animal from the residence, but the animal's unruly or disruptive behavior occurs again, without provocation, the DHA may take any reasonable actions necessary to protect other residents, DHA staff, or visitors to the community including, but not limited to, removal of the animal from the premises.

Repeated violations of these rules by the resident may result in DHA terminating the resident's dwelling lease.

In addition, when a resident's/family's care or handling of an assistance animal violates these policies, the DHA will consider whether the violation could be reduced or eliminated by a reasonable accommodation. If the DHA determines that no such accommodation can be made, the DHA may withdraw the approval of a particular assistance animal. Such lack of care and/or mishandling of the assistance animal may be considered a lease violation.

#### Off-Limit Areas to Assistance Animals

Assistance animals are not to be tied outside or left unattended on a patio, deck, porch, hallway, backyard, or on grounds or common areas used by other residents and the community.

### Grievance Procedure

If a resident is denied an assistance animal, ask that it be removed, or faces any other adverse action in relation to his or her assistance animal, her or she may file a request for an informal hearing or a grievance hearing within fourteen (14) days of the adverse action.

### Liability; Indemnification

At all times herein, the resident/family shall be solely responsible for any injuries to any person and/or damages to any property that occur as a result of the assistance animal.

The resident/family hereby indemnifies and agrees to hold the DHA, its officers, employees and agents harmless against any and all claims of any nature, whatsoever, that may arise from or as a result of the resident having and maintaining an assistance animal under the terms of his/her dwelling lease and this policy.

Updated 5/1/09  
(Amended 2022)

Housing Authority of the City of Douglas, Georgia

**Assistance Animal Responsibility Form**

(Must be completed, signed, and submitted with the Registration Form to the Housing Authority at the time of the Request for a Reasonable Accommodation.)

As an owner of an assistance animal residing in a Housing Authority managed building, the following two (2) local adults have agreed, as indicated by their signatures, to accept responsibility for removal and/or care of my assistance animal if I become ill, am absent from my unit for an extended period of time, or for any reason, cannot care for my assistance animal.

1. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_  
Individual's Signature: \_\_\_\_\_

2. Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_  
Individual's Signature: \_\_\_\_\_

I agree that, if the above individuals are unable to be contacted or do not agree to take care of my assistance animal, the Housing Authority of the City of Douglas, Georgia may contact an animal shelter or kennel care for my assistance animal and that I will be responsible for all charges for such care.

Further, I agree that I have received a copy of the Assistance Animal Policy and have had the opportunity to read and ask questions regarding the same. I understand the terms of the policy and agree to abide by the same.

\_\_\_\_\_  
Tenant/Owner

\_\_\_\_\_  
Date

Housing Authority of the City of Douglas, Georgia

**Assistance Animal Registration Form**

As of this date, \_\_\_\_\_, I, \_\_\_\_\_,  
residing at \_\_\_\_\_,  
am requesting registration of the following type of assistance animal:

Breed and Description: \_\_\_\_\_  
\_\_\_\_\_

Name of Assistance Animal: \_\_\_\_\_

Age of Assistance Animal: \_\_\_\_\_

My assistance animal's veterinarian is: \_\_\_\_\_  
located at \_\_\_\_\_ in \_\_\_\_\_,  
Georgia. The phone number for the veterinarian's office is: \_\_\_\_\_.

**Veterinarian to Fill Out the Following:**

This animal has had the following inoculations, as required by law: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

These inoculations are effective until: \_\_\_\_\_

By my signature, I am certifying that this animal is in good health.

\_\_\_\_\_  
Veterinarian's Signature

\_\_\_\_\_  
Date

As the assistance animal owner, I hereby certify that I have an applicable license for this type of Animal,  
and it is effective until \_\_\_\_\_. (Attach copy of license)

As the assistance animal owner, I also have read the Assistance Animal Policy and agree to abide by the  
Policy. My signed Assistance Animal Responsibility Form is attached.

\_\_\_\_\_  
Tenant/Owner

\_\_\_\_\_  
Date

All in order and approved by \_\_\_\_\_ for DHA on  
\_\_\_\_\_.

# Housing Authority of the City of Douglas, Georgia

## Code of Conduct for Residents and Non-Residents (Visitors/Guests), Guidelines for Barring of Non-Residents and Vehicle Registration

This Code of Conduct has been established by the management of the Housing Authority for the benefit of the Housing Authority's residents and the visitors/guests of the residents. Management encourages the residents to make their visitors/guests aware of the rules and regulations, their responsibilities while present on Housing Authority premises and of the disciplinary actions that may result pursuant to violation of the Code of Conduct.

### I. VISITORS/GUESTS

The Housing Authority welcomes visitors/guests to all of its communities. However, visitors/guests are expected to act in an appropriate manner at all times. Visitors/guests should limit themselves to visiting only the apartment (and immediate vicinity of the apartment) of the tenant that they are visiting. Visitors/guests are to obey the "No Loitering" signs posted throughout the Housing Authority communities. Further, visitors/guest will refrain from engaging in inappropriate conduct while on Housing Authority premises, such as criminal conduct and creating a disturbance. Failure to obey the rules and regulations of the Housing Authority may result in disciplinary actions, including arrest and barring from the properties of the Housing Authority.

Pursuant to the dwelling lease, each tenant is responsible for the conduct of his or her visitor/guest. It is the responsibility of the tenant to inform their visitor/guest of the rules and regulations of the Housing Authority and ensure compliance. Failure to control a visitor/guest is a lease violation that may result in disciplinary action against the tenant.

### II. PROHIBITED ACTS/BEHAVIOR

Both residents and visitors/guests are expected to abide by the rules and regulations of the Housing Authority as well as local, state and federal laws, regulations and ordinances. Any violation of such rules, regulations, ordinances, or laws shall result in disciplinary action, including lease termination. The Housing Authority will not be required to prove a criminal charge or conviction prior to taking disciplinary action. Examples of such obvious violations include, but are not limited to, the following:

#### A. DRUG/ALCOHOL VIOLATIONS

1. It is a crime punishable by law to manufacture, sell use, possess or distribute illegal drugs on or near public housing premises.

2. It is a crime punishable by law to sell alcoholic beverages on or near public housing premises.
3. It is a crime punishable by law to possess an open container (of alcoholic beverages) outside of the residence.

**B. INTERFERENCE AND INTIMIDATION**

1. Any conduct that causes an interference or results in hindering the Housing Authority's staff, contracted workers, or law enforcement from performing their duties is prohibited.
2. Any acts or conduct that are meant to intimidate or cause intimidation to the Housing Authority staff, contracted workers, law enforcement and Housing Authority residents are prohibited.

**C. THREATS**

1. Threats of bodily harm or use of profanity towards the Housing Authority staff, contracted workers, law enforcement and Housing Authority residents are prohibited.
2. Threats of harm to the property of Housing Authority staff, contracted workers, law enforcement, and Housing Authority residents are prohibited.

**D. LOITERING**

1. Lounging or prowling around in areas where "No Loitering" signs are posted is prohibited.
2. Punishment for loitering shall be enforced pursuant to the loitering ordinance of the City of Douglas, Georgia, hereto attached.

**E. TRESPASSING**

1. Entry by non-residents into areas other than as authorized by the terms of the dwelling lease or visitor/guest policy is prohibited.
2. Entry into areas by tenants that are marked staff/personnel or that are not open to the tenants is prohibited.

**F. GAMBLING**

Any activity that constitutes the offense of gambling is prohibited.

**G. REFUSAL TO GIVE IDENTIFICATION**

Refusal by a tenant or a non-resident to present sufficient identification to Housing Authority staff and/or law enforcement, for purposes of identification and/or to determine residency, is prohibited.



H. **LOUD MUSIC**

1. Playing music loudly on properties of the Housing Authority, whether in an automobile or at a residence, is prohibited.
2. Any activity that would constitute a violation of the noise ordinance of the City of Douglas is prohibited.

I. **FRAUD IN OBTAINING PUBLIC HOUSING**

1. Pursuant to O.C.G.A. §16-9-55, it shall be a violation of the laws of the State of Georgia to use fraud to obtain or attempt to obtain public housing and/or reductions in rents.
2. Pursuant to O.C.G.A §16-9-55, it shall be a violation of the laws of the State of Georgia to assist in the use of fraud to obtain or attempt to obtain public housing and/or reductions in rents.
3. Any tenant who has unauthorized persons living with them will be in violation of the dwelling lease and O.C.G.A § 16-9-55.
4. Such actions will result in an immediate termination of the dwelling lease.

J. **OTHER ILLEGAL ACTIVITIES**

The above-enumerated activities are in no way the complete and exhaustive list of violations. Any conduct and/or activity for which criminal charges may be brought (whether local, state or federal) or, in the Housing Authority's discretion, is inappropriate, concerning or threatening are prohibited. Such activity will result in immediate disciplinary action and/or arrest.

III. **BARRING FROM HOUSING AUTHORITY PROPERTIES**

Any non-resident who violates this policy will be subject to immediate barring from Housing Authority properties for a minimum period of ten (10) years from the date of the barring.

A. **NOTICE OF BARRING**

Notice of barring will be accomplished as best as circumstances allow. At all times, the Housing Authority's staff will use the following procedures if possible.

1. Duplicate copy of the barring notice provided to the offender.
2. A written notice of the barring sent to the offender's last known place of residence.
3. Oral barring by appropriate staff of the Housing Authority if the offender is not sufficiently identified.

4. Notice of the barring will be provided to the tenant(s) who the offender was visiting or was the guest of.

**B. APPEAL CONFERENCE**

Non-residents who are barred from Housing Authority properties may be provided an opportunity to appeal such action. The non-resident must deliver a written request for an appeal to the main office of the Housing Authority within three (3) business days of being barred from the premises. The non-resident will be notified if the appeal conference will be held or if the Executive Director has denied the appeal.

**C. ENTRY CONFERENCES**

**Non-residents who have been barred are not permitted on properties of the Housing Authority for any reason.** If the offender finds it necessary to enter the Properties of the Housing Authority, prior to entry the offender must contact the main office to schedule a conference with the Director of Operations. During the conference, the Director of Operations will decide whether the offender should be permitted upon Housing Authority properties for a limited period or purpose. If approved, the non-resident will be provided with a written document identifying the purpose/time period and location related to the request. This document must be kept on the person of the non-resident at all times while on the premises of the Housing Authority.

Failure to obtain prior permission from the Director of Operations will result in criminal action being taken against the non-resident. Failure to maintain any document permitting the non-resident to be on the premises for a limited period/purpose may result in criminal action being taken against the non-resident.

**D. REQUEST FOR REVIEW AT EXPIRATION OF BARRING PERIOD**

At the expiration of the ten (10) year bar, upon written request from the Above-named individual, the Housing Authority will review the bar. A copy of the individual's criminal record will be requested from the authorities. If any criminal activity has been committed by the above-named within the ten (10) year bar, the bar will become permanent. If the above-named fails to request a review at the end of the ten (10) year bar, the bar will become permanent.

The guidelines for barring non-residents have been prepared to provide a level of fairness and consistency.

**IV. VEHICLE REGISTRATION**

Each tenant of the Housing Authority that either owns or operates a vehicle while on properties of the Housing Authority must register the vehicle with both the main office and maintenance office. Once the vehicle has been registered, the

tenant will receive a vehicle permit. The permit is to be affixed to the left side of the rear window. The vehicle permits are color-coded and must be renewed yearly.

Vehicles **will be reported for towing that:**

1. Are located in designated parking spaces for Housing Authority tenants **and have not been registered;**
2. **Do not have the parking permit appropriately affixed; or,**
3. **Are parked in the incorrect parking space.**

Douglas Housing Authority  
Barring Policy  
2013 (updated Nov. 2022)

- (f) **The Tenant agrees to notify the PHA if he/she is going to be absent from the dwelling unit for fourteen (14) consecutive days** and provide a means for the PHA to contact the resident in the event of an emergency. Failure to advise the PHA of extended absences is grounds for termination of the Lease.
- (g) The Tenant agrees that any member of the household will be considered permanently absent if he/she is away from the dwelling unit for three (3) consecutive months except as otherwise approved by the Executive Director or designee.
- (h) The Tenant agrees that if the sole member is incarcerated for more than thirty (30) consecutive days, he/she will be considered permanently absent. Any member of the household, other than the sole member, will be considered permanently absent if he/she is incarcerated for three (3) consecutive months. The Executive Director or designee will determine if the reason for the incarceration is for drug-related or violent criminal activity before a letter of Lease termination is issued.
- (i) Guests who give the dwelling unit as their residence of record to governmental agencies, employers, creditors, financial institutions, or others, shall be considered unauthorized members of the household and the Tenant will receive a letter of termination as a result. For the purposes of this dwelling Lease, the term "guest" means a person in the leased unit with the consent of a household member not listed on the Lease as an authorized member.
- (j) The Tenant agrees to abide by other necessary and reasonable regulations, including house rules, as may be promulgated by the PHA for the benefit and well-being of the authority's properties and its other Tenants, which shall be posted in the PHA's management office and are incorporated herein by reference.
- (k) Any violation of this section shall be considered a serious violation of the terms and conditions of the Lease.

## **12. VIOLENCE AGAINST WOMEN ACT**

**Domestic Violence, Dating Violence, Stalking.** The following provisions are applicable to situations involving incidents involving actual or threatened domestic violence, dating violence, **sexual assault**, or stalking, as those terms are defined in 34 U.S.C.A. § 12291, 24 C.F.R. § 5.2003 and the PHA's Violence Against Women Act (VAWA) Policy. See Violence Against Women Act of 1994 (VAWA), as amended (42 U.S.C.A. § 13925 and 42 U.S.C.A. § 14043e *et seq.*); the United States Housing Act of 1937, as amended, (42 U.S.C. § 1437 *et seq.*). To the extent any provision of this section shall vary from or contradict any other provision of this lease, the provisions of this section shall prevail.

### **A. Termination of Tenancy.**

Termination of a tenant's dwelling lease solely based on criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking adheres as follows:

1. An incident or incidents of actual or threatened domestic violence, dating violence, **sexual assault** or stalking shall not constitute a serious or repeated violation of the lease by the victim or threatened victim of such violence or good cause for termination of the lease of the victim or threatened victim of such incident or incidents; and,
2. Criminal activity directly relating to domestic violence, dating violence, **sexual assault** or stalking, engaged in by a member of the tenant's household, a guest, or other person under the tenant's control, shall not be cause for termination of tenancy or occupancy rights if the Tenant. any member of the Tenant's family or an affiliated individual of tenant is the victim or threatened victim of that domestic violence, dating violence, **sexual assault**, or stalking.
3. Notwithstanding anything to the contrary contained in subsections (1) and (2) above, PHA may terminate Tenant's tenancy under this lease if it can demonstrate an actual and imminent threat to other tenants or to those employed at or providing service to property of the PHA if the tenancy of tenant is not terminated. Standards for words, texts, gestures, actions or other indicators related to an "actual and imminent threat" are found in 25. C.F.R. § 5.2003.
4. Further, nothing in this section shall prohibit PHA from **evicting or terminating the tenancy of a tenant** under this lease based on a violation of this lease not premised on an act or acts of domestic violence, dating violence, **sexual assault**, or stalking that is in question against the tenant or a member of

the tenant's household for which protection against termination of tenancy is given in subsections (1) and (2) above. However, in taking any such action to evict or terminate tenancy, PHA shall not apply a more demanding standard to the tenant or member of tenant's household, who is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, or is affiliated with an individual who is or has been a victim of domestic violence, dating violence, sexual assault or stalking, than applied to other tenants in determining whether to evict or terminate assistance.

B. Bifurcation of Lease. Under the authority provided in 34 U.S.C.A. § 12491((b)(3)(B)), PHA may bifurcate this lease in order to evict, remove, or terminate assistance to any individual who is a Tenant or a lawful occupant under this lease and who engages in criminal acts directly relating to domestic violence, dating violence, sexual assault, or stalking against a tenant, affiliated individual or other individual. PHA may take such action against tenant regardless of whether tenant is a signatory to the lease and without evicting, removing, terminating assistance to, or otherwise penalizing a victim of such violence who is the Tenant or a lawful occupant under this lease.

C. Request for Documentation. If the Tenant or a lawful occupant, as a defense to termination of tenancy or an action to evict, claims protection under this section against such action, PHA may (but is not required to) request the individual to deliver to PHA documentation of the occurrence of domestic violence, dating violence, sexual assault or stalking pursuant to the provisions of 24 C.F.R. § 5.2007. The permissible documentation may be submitted in one of the following forms:

1. A HUD-approved certification form (supplied by PHA) attesting that the individual is a victim of domestic violence, dating violence, sexual assault or stalking, that the incident or incidents in question are bona fide incidents of such actual or threatened abuse and meet the requirements of this section and includes the name of the individual(s) who committed the acts, if the name(s) is known and safe to provide; or,
2. Documentation signed by an employee, agent or volunteer of a victim service provider, an attorney, or a medical professional, or a mental health profession (collectively "professional") from whom the victim has sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of the abuse, in which:
  - a. The professional attests under penalty of perjury to the professional's belief in the occurrence of the incident or incidents of domestic violence, dating violence, sexual assault, or stalking that is the ground(s) for protection and remedies under law; and,
  - b. That the incidents or incidents in question are bona fide incidents of domestic violence, dating violence, sexual assault, or stalking; and,
  - c. The victim or tenant has signed the documentation; or,
3. A federal, State, tribal, or local police report or court record, describing the incident or incidents in question; or,
4. At the discretion of PHA, a statement or other evidence provided by the applicant or tenant.

The documentation must be delivered to PHA within fourteen (14) business days after tenant receives the request for said documentation from PHA. If the documentation is not delivered to PHA within the fourteen (14) business day period allowed, the provisions of this section will not apply and PHA may elect to terminate tenancy and evict without regard to the protections provided in this section.

D. Confidentiality. The law requires that information provided to PHA concerning an incident of incidents of domestic violence, dating violence, sexual assault, or stalking be retained in confidence, not placed in any shared data base nor provided to a related entity, except to the extent disclosure requested or consented to by the individual supplying such information, or required for use in an eviction proceeding, or otherwise required by applicable law.

### **13. ADDITIONS TO THE LEASE**

(a) Requests for the addition of a new member of the household must be approved by the Executive Director or

designee prior to the actual move-in by the proposed new member.

- (b)** Tenants who fail to notify the Executive Director or designee of additions to the household, or who permit persons to join the household without undergoing screening, are in violation of the Lease. Such persons will be considered unauthorized occupants by the PHA, and the entire household will be subject to eviction.
- (c)** Family members aged eighteen (18) and over who move from the dwelling unit to establish new households shall be removed from the Lease. The Tenant must notify the Executive Director or designee in writing of the move-out within ten (10) days of its occurrence.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary		Grant Type and Number		FFY of Grant: 2018	
PHA Name: Housing Authority of the City of Douglas		Capital Fund Program Grant No: GA06P076501-18		FFY of Grant Approval:	
		Replacement Housing Factor Grant No:			
		Date of CFFP:			
Type of Grant	Original	Total Estimated Cost Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>	Expended
<input type="checkbox"/> Original Annual Statement and Evaluation Report for Period Ending:					
<input type="checkbox"/> Performance by Development Account					
<input type="checkbox"/> Reserve for Disasters/Emergencies					
<input type="checkbox"/> Revised Annual Statement (revision no: )					
<input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	95,000	95,000	95,000	95,000
3	1408 Management Improvements	10,000	10,000	10,000	10,000
4	1410 Administration (may not exceed 10% of line 21)	12,000	12,000	12,000	12,000
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 Non-dwelling Structures	669,946	669,946	669,946	669,946
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

Part I: Summary		FFY of Grant: 2018	
PHA Name: of the City of Douglas	Grant Type and Number Capital Fund Program Grant No: GA06P076501-18 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	
Type of Grant	<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: )	<input type="checkbox"/> Revised <input checked="" type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Obligated
		Revised <sup>2</sup>	Expended
18a	1501 Collateralization or Debt Service paid by the PHIA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	786,946	786,946
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director <i>Lana S. Stabrynski</i>		Signature of Public Housing Director	
Date <i>03/03/2023</i>		Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.



Part II: Supporting Pages			Federal FFY of Grant: 2018			
PHA Name: Housing Authority of the City of Douglas		Grant Type and Number Capital Fund Program Grant No: GA06P076501-18 CFPP (Yes/No): Replacement Housing Factor Grant No:				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Status of Work
				Original	Revised <sup>1</sup>	
			Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
HA-Wide	PHA Operations	1406	LS	95,000	95,000	Completed
	SUBTOTAL ACCT 1406			95,000	95,000	
HA-Wide	Staff training; software upgrades & security supplies	1408	LS	10,000	10,000	Completed
	SUBTOTAL ACCT 1408			10,000	10,000	
HA-Wide	Proration of salaries & benefits for administration of CFP; modernization coordinator; sundry	1410	LS	12,000	12,000	Completed
	SUBTOTAL ACCT 1410			12,000	12,000	
HA-Wide	General Capital Activity	1480	LS	669,946	669,946	Completed
	SUBTOTAL ACCT 1480			669,946	669,946	

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
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 OMB No. 2577-0226  
**Expires 4/30/2011**

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Housing Authority of the City of Douglas					
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA-Wide	07/01/20	10/07/21	07/01/22	03/16/22	

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

Part I: Summary		FFY of Grant: 2019 FFY of Grant Approval:	
PHA Name: Housing Authority of the City of Douglas		Capital Fund Program Grant No: GA06P07650119	
Grant Type and Number Replacement Housing Factor Grant No: Date of CFFP:			
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Summary by Development Account	Revised Annual Statement (revision no: )	
		Total Estimated Cost	Total Actual Cost <sup>1</sup>
Line	Original	Obligated	Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	95,000	95,000
3	1408 Management Improvements	10,000	10,000
4	1410 Administration (may not exceed 10% of line 21)	12,000	12,000
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 Non-dwelling Structures		
13	1475 Non-dwelling Equipment	702,216	702,216
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

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 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		FFY of Grant: 2019	
PHA Name: Housing Authority of the City of Douglas	Grant Type and Number Capital Fund Program Grant No: GA06P07650119 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Revised <sup>2</sup>
18a	1501 Collateralization or Debt Service paid by the PHA		Obligated
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	819,216	819,216
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

*Eva Stagen* 1/3/2023

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

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Part II: Supporting Pages										
PHA Name: Housing Authority of the City of Douglas					Federal FFY of Grant: 2019					
Grant Type and Number Capital Fund Program Grant No: GA06P07650119 CFFP (Yes/ No): Replacement Housing Factor Grant No:										
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work		
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>			
HA Wide	PHA Operations	1406	LS	95,000		95,000	95,000	Completed		
	SUBTOTAL ACCT 1406			95,000		95,000	95,000			
HA Wide	Staff training; software upgrades & security supplies	1408	LS	10,000		10,000	10,000	Completed		
	SUBTOTAL ACCT 1408			10,000		10,000	10,000			
HA Wide	Proration of salaries & benefits for administration of CFP; modernization coordinator; sundry	1410	LS	12,000		12,000	12,000	Completed		
	SUBTOTAL ACCT 1410			12,000		12,000	12,000			
HA Wide	General Capital Activity	1480	LS	702,216		702,216	702,216	Completed		
	SUBTOTAL ACCT 1480			702,216		702,216	702,216			

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

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 OMB No. 2577-0226  
 Expires 4/30/2011

Part III: Implementation Schedule for Capital Fund Financing Program						Federal FFY of Grant: 2019
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>	
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date		
HA-Wide	07/01/21	10/07/21	07/01/23	09/14/22		

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

Part I: Summary		Grant Type and Number		FFY of Grant: 2020 FFY of Grant Approval:	
PHA Name: Housing Authority of the City of Douglas		Capital Fund Program Grant No: GA06P07650120 Replacement Housing Factor Grant No: Date of CFFP:			
Type of Grant		Original		Total Actual Cost <sup>1</sup>	
<input type="checkbox"/> Original Annual Statement		Revised <sup>2</sup>		Expended	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/22		Total Estimated Cost		Total Actual Cost <sup>1</sup>	
Summary by Development Account		Obligated		Expended	
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	95,000	95,000	95,000	95,000
3	1408 Management Improvements	10,000	10,000	10,000	10,000
4	1410 Administration (may not exceed 10% of line 21)	12,000	12,000	12,000	2,617.79
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 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	763,744	219,212.20	219,212.20	219,212.20
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

<b>Part I: Summary</b>		FFY of Grant: 2020 FFY of Grant Approval:	
PHA Name: Housing Authority of the City of Douglas		Grant Type and Number Capital Fund Program Grant No: GA06P07650120 Replacement Housing Factor Grant No: Date of CFFP:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/22		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Estimated Cost	
Line		Original	Revised <sup>2</sup>
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	880,744	336,212.20
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director <i>Carla S. Stalger</i>		Signature of Public Housing Director <i>[Signature]</i>	
Date <i>01/03/2023</i>		Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.



Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
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 OMB No. 2577-0226  
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Part II: Supporting Pages		Federal FFY of Grant: 2020						
PHA Name: Housing Authority of the City of Douglas		Grant Type and Number Capital Fund Program Grant No: GA06P07650120 CFPP (Yes/No): Replacement Housing Factor Grant No:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
HA Wide	PHA Operations SUBTOTAL ACCT 1406	1406	LS	95,000		95,000	95,000	Completed
HA Wide	Staff training; software upgrades & security supplies SUBTOTAL ACCT 1408	1408	LS	10,000		10,000	10,000	Completed
HA Wide	Proration of salaries & benefits for administration of CFP; modernization coordinator; sundry SUBTOTAL ACCT 1410	1410	LS	12,000		12,000	2,617.79	In Progress
HA Wide	General Capital Activity SUBTOTAL ACCT 1480	1480	LS	763,744		219,212.20	219,212.20	In Progress

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
<b>PHA Name: Housing Authority of the City of Douglas</b>					
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA-Wide	07/01/22		07/01/24		

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary		Grant Type and Number		FFY of Grant: 2021	
PHA Name: Housing Authority of the City of Douglas		Capital Fund Program Grant No: GA06P07650121		FFY of Grant Approval:	
Replacement Housing Factor Grant No:		Date of CFFP:			
Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/22	Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: )	
		<input type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/22	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Final Performance and Evaluation Report	<input type="checkbox"/> Total Actual Cost <sup>1</sup>
Summary by Development Account		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	95,000		95,000	95,000
3	1408 Management Improvements	10,000		10,000	5,066
4	1410 Administration (may not exceed 10% of line 21)	12,000		12,000	0
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 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	802,017		0	0
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		FFY of Grant: 2021 FFY of Grant Approval:	
PHA Name: Housing Authority of the City of Douglas		Grant Type and Number Capital Fund Program Grant No: GA06P07650121 Replacement Housing Factor Grant No: Date of CFFP:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/22		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Estimated Cost	
Line		Original	Revised <sup>2</sup>
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	919,017	117,000
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director <i>Lucia S. Stubgen</i>		Signature of Public Housing Director	
Date 1/03/2023		Date	
		Total Actual Cost <sup>1</sup>	
		Obligated	Expended

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
HA Wide	PHA Operations	1406	LS	95,000		95,000	95,000	Completed
	SUBTOTAL ACCT 1406			95,000		95,000	95,000	
HA Wide	Staff training; software upgrades & security supplies	1408	LS	10,000		10,000	5,066	In Progress
	SUBTOTAL ACCT 1408			10,000		10,000	5,066	
HA Wide	Proration of salaries & benefits for administration of CFP; modernization coordinator; sundry	1410	LS	12,000		12,000	0	In Progress
	SUBTOTAL ACCT 1410			12,000		12,000	0	
HA Wide	General Capital Activity Including the following: Phase #2: remodel 6 dwelling units refrigerators & stoves at 6 dwelling units Community Center conversion to Teen Center (includes computers, furnishings & equipment) new playground equipment decorative metal fencing around property and playground	1480	LS	802,017		0	0	In Progress
	SUBTOTAL ACCT 1480			802,017		0	0	

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.



Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
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 Expires 4/30/2011

Part I: Summary		FFY of Grant: 2022 FFY of Grant Approval:	
PHA Name: Housing Authority of the City of Douglas		Grant Type and Number Capital Fund Program Grant No: GA06P07650122 Replacement Housing Factor Grant No: Date of CFFP:	
Type of Grant	<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/22	<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Obligated
		Revised <sup>2</sup>	Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	212,000	212,000
3	1408 Management Improvements	10,000	10,000
4	1410 Administration (may not exceed 10% of line 21)	12,000	12,000
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 Non-dwelling Structures		
13	1475 Non-dwelling Equipment	895,268	0
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
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 Expires 4/30/2011

<b>Part I: Summary</b>		FFY of Grant: 2022	
PHA Name: Housing Authority of the City of Douglas		FFY of Grant Approval:	
Grant Type and Number Capital Fund Program Grant No: GA06P07650122 Replacement Housing Factor Grant No: Date of CFFP:			
Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/22		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Actual Cost <sup>1</sup>	
Line		Original	Revised <sup>2</sup>
			Obligated
			Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	1,129,268	234,000
21	Amount of line 20 Related to LBP Activities		0
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

*Carla S. Stalgoran* 1/3/2023

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.



Part II: Supporting Pages									
PHA Name: Housing Authority of the City of Douglas				Grant Type and Number Capital Fund Program Grant No: GA06P07650122 CFPP (Yes/No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2022		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
HA Wide	PHA Operations SUBTOTAL ACCT 1406	1406	LS	212,000		212,000	0	In Progress	
HA Wide	Staff training; software upgrades & security supplies SUBTOTAL ACCT 1408	1408	LS	10,000		10,000	0	In Progress	
HA Wide	Proration of salaries & benefits for administration of CFP; modernization coordinator; sundry SUBTOTAL ACCT 1410	1410	LS	12,000		12,000	0	In Progress	
HA Wide	General Capital Activity SUBTOTAL ACCT 1480	1480	LS	895,268		0	0		

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.



Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
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**Expires 4/30/2011**

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>		<b>Federal FFY of Grant: 2022</b>			
PHA Name: Housing Authority of the City of Douglas					
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA-Wide	07/01/24		07/01/26		

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					<b>Federal FFY of Grant: 2022</b>
<b>PHA Name: Housing Authority of the City of Douglas</b>					
<b>Development Number Name/PHA-Wide Activities</b>	<b>All Fund Obligated (Quarter Ending Date)</b>		<b>All Funds Expended (Quarter Ending Date)</b>		<b>Reasons for Revised Target Dates <sup>1</sup></b>
	<b>Original Obligation End Date</b>	<b>Actual Obligation End Date</b>	<b>Original Expenditure End Date</b>	<b>Actual Expenditure End Date</b>	

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

<b>Part I: Summary</b>		<b>FFY of Grant: 2023</b>	
<b>PHA Name: Housing Authority of the City of Douglas</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P07650123 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant Approval:</b>	
<input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:			
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>	<b>Total Actual Cost<sup>1</sup></b>
		<b>Original</b>	<b>Obligated</b>
1	Total non-CFP Funds		Expended
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	95,000	
3	1408 Management Improvements	10,000	
4	1410 Administration (may not exceed 10% of line 21)	12,000	
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 Non-dwelling Structures		
13	1475 Non-dwelling Equipment	1,035,715	
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
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<b>Part I: Summary</b>		<b>FFY of Grant: 2023</b>		<b>FFY of Grant Approval:</b>	
<b>PHA Name:</b> Housing Authority of the City of Douglas		<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P07650123 Replacement Housing Factor Grant No: Date of CFFP:			
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Summary by Development Account		<input type="checkbox"/> Final Performance and Evaluation Report	
<b>Line</b>	<b>Description</b>	<b>Original</b>	<b>Revised<sup>2</sup></b>	<b>Obligated</b>	<b>Expended</b>
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)		1,152,715		
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b> <i>[Signature]</i>		<b>Date</b> 1/2/23		<b>Signature of Public Housing Director</b> <i>[Signature]</i>	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFF Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

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 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
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**Expires 4/30/2011**

Part II: Supporting Pages			Federal FFY of Grant: 2023					
PHA Name: Housing Authority of the City of Douglas			Grant Type and Number Capital Fund Program Grant No: GA06P07650123					
Development Number Name/PHA-Wide Activities			CFPP (Yes/No): Replacement Housing Factor Grant No:					
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
HA Wide	PHA Operations	1406	LS	95,000				
	SUBTOTAL ACCT 1406			95,000				
HA Wide	Staff training; software upgrades & security supplies	1408	LS	10,000				
	SUBTOTAL ACCT 1408			10,000				
HA Wide	Proration of salaries & benefits for administration of CFP; modernization coordinator; sundry	1410	LS	12,000				
	SUBTOTAL ACCT 1410			12,000				
HA Wide	General Capital Activity	1480	LS	1,035,715				
	SUBTOTAL ACCT 1480			1,035,715				

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
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<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>						
<b>PHA Name: Housing Authority of the City of Douglas</b>						
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		Original Expenditure End Date	All Funds Expended (Quarter Ending Date)	Actual Expenditure End Date	Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date				
HA-Wide	07/01/25		07/01/27			

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



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 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program



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Part I: Summary		FFY of Grant: 2023 FFY of Grant Approval:	
PHA Name: Housing Authority of the City of Douglas		Grant Type and Number Capital Fund Program Grant No: GA06P07650123 Replacement Housing Factor Grant No: Date of CFPP:	
Type of Grant	<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report
Line	Summary by Development Account	Total Estimated Cost Revised <sup>2</sup>	Total Actual Cost <sup>1</sup> Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	95,000	
3	1408 Management Improvements	10,000	
4	1410 Administration (may not exceed 10% of line 21)	12,000	
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 Non-dwelling Structures		
13	1475 Non-dwelling Equipment	1,032,097	
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

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<b>Part I: Summary</b>		FFY of Grant: 2023 FFY of Grant Approval:	
<b>PHA Name:</b> Housing Authority of the City of Douglas	<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P07650123 Replacement Housing Factor Grant No: Date of CFFP:		
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
<b>Type of Grant</b>	<input type="checkbox"/> Reserve for Disasters/Emergencies		
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>	<b>Total Actual Cost<sup>1</sup></b>
		<b>Original</b>	<b>Obligated</b> <b>Expended</b>
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	1,149,097	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
<b>Signature of Executive Director</b>		<b>Signature of Public Housing Director</b>	<b>Date</b>
			03/14/23

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>		<b>Grant Type and Number</b>		<b>Federal FFY of Grant: 2023</b>				
PHA Name: Housing Authority of the City of Douglas		Capital Fund Program Grant No: GA06P07650123		Total Estimated Cost		Total Actual Cost		Status of Work
CFPP (Yes/No): Replacement Housing Factor Grant No:				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity					
HA Wide	PHA Operations	1406	LS	95,000				
	SUBTOTAL ACCT 1406			95,000				
HA Wide	Staff training; software upgrades & security supplies	1408	LS	10,000				
	SUBTOTAL ACCT 1408			10,000				
HA Wide	Proration of salaries & benefits for administration of CFP; modernization coordinator; sundry	1410	LS	12,000				
	SUBTOTAL ACCT 1410			12,000				
HA Wide	General Capital Activity	1480	LS	1,032,097				
	SUBTOTAL ACCT 1480			1,032,097				

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>		<b>Federal FFY of Grant: 2023</b>		
PHA Name: Housing Authority of the City of Douglas				
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)	Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date		
HA-Wide	07/01/25		07/01/27	

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

2023 Capital Fund

OMB Approval No. 2577-0075 (exp. 08/31/2023)

Capital Fund Program (CFP) Amendment

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

Annual Contributions Contract Terms and Conditions (HUD-52840-A)

The information collection requirements contained in this document have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2577-0075. There is no personal information contained in this application. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when disclosure is not required. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

Whereas, (Public Housing Authority) Housing Authority of the City of Douglas Ga076 (herein called the "PHA") and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into an Annual Contributions Contract ACC(s) Numbers(s) (On File) dated (On File)

Whereas, in accordance with Public Law 117-328, Division L, Title II,

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. When HUD provides additional amounts, it will notify the PHA and those amended grants will be subject to these terms and conditions.

\$ 1,149,097.00 for Fiscal Year 2023 to be referred to under the Capital Fund Grant Number GA01P07650123 PHA Tax Identification Number (TIN): On File UEI Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number On File

Now Therefore, the ACC is amended as follows:

- 1. The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for capital and management activities of PHA projects. This CFP Amendment is a part of the ACC.
2. The PHA must carry out all capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in accordance with section 9(g)(2) of the Act.
3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.
4. For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date.
5. Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.
6. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.

- 7. The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. Provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.
8. The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.
9. Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s). (mark one): Yes [ ] No [X]
10. The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.
11. If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements. For total conversion of public housing projects, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For partial conversion, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.
12. CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must have a recorded and effective Declaration(s) of Trust on all property funded with Capital Fund grants (all types) or HUD will exercise all available remedies including recapture of grant funding.

The parties have executed this CFP Amendment, and it will be effective on the date HUD signs below.

U.S. Dept of HUD By /s/ Marianne Nazzaro Title: Deputy Assistant Secretary Office Public Housing Investments Date: 02/17/2023 PHA (Executive Director or authorized agent) By [Signature] Title [Signature] Date: 02/17/2023

**PHA Board Resolution**  
Approving Operating Budget

**U.S. Department of Housing  
and Urban Development**  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp. 06/30/2022)

**Public reporting burden** for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Housing Authority of the City of Douglas, Georgia      PHA Code: **GA076**

PHA Fiscal Year Beginning: **04/01/2023**      Board Resolution Number: **23-09-01-621**

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE


- Operating Budget approved by Board resolution on: 01/09/2023
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name: <b>Ernestine Thomas Clark</b>	Signature: 	Date: <b>01/09/2023</b>
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**PHA Board Resolution**  
Approving Operating Budget

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp. 06/30/2022)

**Public reporting burden** for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Housing Authority of the city of Douglas, GA      PHA Code: GA076

PHA Fiscal Year Beginning: 04/01/2023      Board Resolution Number: 23-14-03-629

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

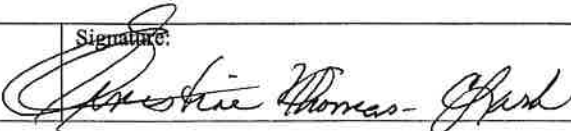
- Operating Budget approved by Board resolution on: 03/14/2023
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
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I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

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Print Board Chairperson's Name: Ernestine Thomas-Clark	Signature: 	Date: 03/14/2023
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## **Public Notice Hearing**

### **Annual Agency Plan & Five-Year Plan 2023-2027**

Notice is hereby given that a public hearing will be conducted concerning the Housing Authority of the City of Douglas' Annual & Five-Year Plan for 2023-2027. The plan is available for review at the Authority's Administration Office located at 937 Thrash Circle, Douglas, GA 31533. The Authority's hours of operation are Monday through Thursday between 8:00 a.m. and 6:30 p.m. All interested parties are invited to present comments at the public hearing regarding the proposed Annual & five-Year Plan 2023 – 2027 on Tuesday, January 17, 2023.